

**CITY OF SHOREVIEW  
AGENDA  
REGULAR CITY COUNCIL MEETING  
FEBRUARY 21, 2012  
7:00 P.M.**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVAL OF AGENDA**

**PROCLAMATIONS AND RECOGNITIONS**

--Recognition of Human Rights Commission Poster Contest Winners

**CITIZENS COMMENTS** - *Individuals may address the City Council about any item not included on the regular agenda. Specific procedures that are used for Citizens Comments are available on notecards located in the rack near the entrance to the Council Chambers. Speakers are requested to come to the podium, state their name and address for the clerk's record, and limit their remarks to three minutes. Generally, the City Council will not take official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.*

**COUNCIL COMMENTS**

**CONSENT AGENDA** - *These items are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda.*

1. February 6, 2012 City Council Meeting Minutes
2. Receipt of Committee/Commission Minutes
  - Economic Development Authority
3. Monthly Reports
  - Administration
  - Community Development
  - Finance
  - Public Works
  - Park and Recreation

4. Verified Claims
5. Purchases
6. License Applications
7. Approval of 2012 Insurance Coverage
8. Receipt of 2012 Comprehensive Infrastructure Replacement Plan
9. Acceptance of Donations—Human Rights Commission Poster Contest
10. 2012 Consultation Services Agreement – GMHC/HRC
11. Establish Fee Schedule for 2011 Operation and Maintenance Costs for the Augmentation of Snail Lake
12. Approve Purchase of Replacement Vehicle – Utility Van

#### **PUBLIC HEARING**

#### **GENERAL BUSINESS**

13. Feasibility Report for County Road F, Demar, Floral Neighborhood Road Reconstruction- City Project 12-1
14. Appointment to Environmental Quality Committee
15. Appointment to the Bikeways and Trails Committee

#### **STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS**

#### **SPECIAL ORDER OF BUSINESS**

#### **ADJOURNMENT**

**CITY OF SHOREVIEW  
MINUTES  
REGULAR CITY COUNCIL MEETING  
February 6, 2012**

**CALL TO ORDER**

Mayor Martin called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on February 6, 2012.

**PLEDGE OF ALLEGIANCE**

The meeting opened with the Pledge of Allegiance.

**ROLL CALL**

The following members were present: Mayor Martin; Councilmembers Huffman, Quigley, Wickstrom and Withhart.

**APPROVAL OF AGENDA**

MOTION: by Councilmember Wickstrom, seconded by Councilmember Quigley to approve the February 6, 2012 agenda as submitted.

VOTE:                      Ayes - 5                      Nays - 0

**PROCLAMATIONS AND RECOGNITIONS**

There were none.

**CITIZEN COMMENTS**

There were none.

**COUNCIL COMMENTS**

**Mayor Martin:**

The pool had to be closed unexpectedly this past week for maintenance. Apologies for the inconvenience to anyone who came to use the pool. It will be reopened the middle of this week.

The *Slice of Shoreview* Committee will hold its annual *Taste of Slice* on February 23, 2012. Tickets can be purchased in advance, at a \$5 savings, at City Hall.

On Friday, February 10, 2012, from 5:00 to 8:00 p.m. there will be a pulled pork dinner fundraiser to benefit the 407th Civil Affairs Battalion. The cost is \$8.00. It will be held at the White Bear Lake VFW Post 1782.

**Councilmember Huffman:**

Noted the Council's presence at the last Planning Commission meeting to bid farewell to retiring members, Chair Feldsien and Commissioner Mons. Wishing continued recovery to Commissioner Mons who has been in the hospital.

**Councilmember Withhart:**

The Environmental Quality Committee continues its education speaker series. The next program is Wednesday, February 15, 2012, on *Attracting Birds to Your Yard*.

**Councilmember Wickstrom**

Karen Eckman, a Shoreview resident and active member of the Audubon Society, will make the presentation on February 15th.

On Thursday, February 16, the Beyond Yellow Ribbon Steering Committee will hold its monthly meeting at 7:00 p.m. at Roseville City Hall. The group is completing the process to be recognized as the Ramsey County Suburban Beyond the Yellow Ribbon. When that process is completed, the group will be recognized by the Governor. Anyone interested in helping is welcome to attend the meeting.

**CONSENT AGENDA**

Mayor Martin noted that one of the items on the Consent Agenda is a STOP sign on Chatsworth, north of Highway 96 to the cul-de-sac. She opened the meeting to public comment on this matter.

**Mr. Dave Aamodt**, Production Systems, 4620 N. Chatsworth Street, stated that his business has been impacted by excessive parking on the street. There are large vehicles coming onto his property, which are having difficulty with access because of the street parking. He is very pleased that the parking will be banned on the west side. However, on the east side, where his business is located, there are five driveway entrances that are close together, and parking occurs right up to the driveways making it impossible for truck access. His request is for the City to ban parking close to driveways on the east side as well.

Public Works Director Maloney stated that another person in the area called with a similar suggestion to Mr. Aamodt's. Given the number of signs that would be required to restrict parking on the east side and that parking is already severely impacted, he would like to move incrementally on this issue. A wider arc for trucks to turn into driveways will help but may not be the whole answer.



Councilmember Wickstrom suggested that if parking is banned on the west side, it may make parking on the east side worse and how quickly could the City respond? Mr. Maloney stated that cars already park on the east side of the road. The City would be able to respond quickly if parking problems on the east side of the road get worse.

Councilmember Withhart suggested curb painting to alleviate the number of signs that would be required, if parking is also restricted on the east side. Mr. Maloney stated that the City's parking regulations do not include painted curbs, which would be unique to this street and could become an issue of enforcement. Councilmember Withhart suggested considering more signage immediately to address this issue.

Mr. Schwerm stated that there may be a state law about parking distance from driveways that can be enforced. He understands that the Council is supportive of additional posting on the east side if necessary.

**Mr. Aamodt** stated that Shoreview used to have strict regulations about parking and size of businesses. It is discouraging now. Businesses should be required to provide parking for employees. Currently, there may be 30 cars parked on the street. A temporary building was put up in the 1980s that is now permanent. Another property, Technical Building, was allowed to cover their property with buildings. Technical Building is no longer there, and the current business cannot provide for parking.

Councilmember Wickstrom asked if the turnover in businesses has created a situation that would require the City to review provision of parking by new businesses. Mr. Schwerm stated that some employees find it more convenient to park on the street rather than the parking area location provided by that business. Parking requirements have not changed in a number of years, but in more recent years proof of parking is required in some cases and the City may need to look at whether any businesses in this area were granted proof of parking waivers as part of their site plan approval.

Mayor Martin stated that the motion to ban parking on the west side can be approved with direction to staff to further consider areas on the east side where parking needs to be restricted.

### **Fire Department Duty Crews**

Councilmember Withhart noted that the Public Safety Committee meeting minutes indicated some issues with the Sheriff's Department taking over animal control. He asked for an update on the issue. City Manager Schwerm stated that the Sheriff's Department is interviewing for a new animal control position. Patrol deputies are handling the calls until that person is hired.

Secondly, Councilmember Withhart noted that since the Fire Department has implemented Duty Crews, the response time has dropped three minutes. The majority of calls are medical, and three minutes means saving many lives.

MOTION: by Councilmember Huffman, seconded by Councilmember Wickstrom to approve the Consent Agenda for February 6, 2012, and all relevant resolutions for all item Nos. 1 through 13:

1. January 9, 2012 City Council Workshop Meeting Minutes
2. January 17, 2012 City Council Meeting Minutes
3. January 17, 2012 City Council Workshop Minutes
4. January 23, 2012 City Council Workshop Meeting Minutes
5. Receipt of Committee/Commission Minutes:
  - Planning Commission, December 6, 2011
  - Public Safety Committee, January 19, 2012
  - Environmental Quality Committee, January 30, 2012
6. Verified Claims in the Amount of \$1,106,753.06
7. Purchases
8. License Applications
9. Adoption of Administrative Penalties for Tobacco Violation--Rainbow Foods and Julie Brommer
10. Authorize Purchase/Approve Replacement of Sidewalk Tractor
11. Developer Escrow Reduction
12. Approval of Proposed No Parking on Chatsworth Street North of Highway 96 to Cul-de-Sac
13. Application for Exempt Permit - Taste of Slice

ROLL CALL: Ayes: Huffman, Quigley, Wickstrom, Withhart, Martin  
Nays: None

## **PUBLIC HEARINGS**

There were none.

## **GENERAL BUSINESS**

### **TEXT AMENDMENT - CHAPTER 200, NONCONFORMING USE REGULATIONS**

#### **Presentation by City Planner Kathleen Nordine**

A text amendment regarding nonconformities is proposed to comply with the state law that was amended in 2004. The intent of the City's ordinance was to eventually phase out nonconforming uses and structures over time. However, state law now states that nonconformities do have the right to continue and can be repaired, replaced, restored or moved.

The text amendment includes removal of references to termination of nonconforming use or structures. The text is consistent with State Statute regarding the 50% rule in regard to nonconforming structures. A structure damaged to within 50% of value can be restored with a building permit. These regulations also apply to signs, antennas and towers. Staff will conduct further research to determine how these changes impact shoreland properties.

The Planning Commission held a public hearing on this matter on January 24, 2012, and voted to recommend the text amendment be approved by the City Council on a 6 to 0 vote. Staff is recommending adoption of Ordinance 888.

Mayor Martin asked if expansion would be allowed. Ms. Nordine responded that any expansion would require a variance.

Councilmember Withhart expressed concern about temporary signs that are nonconforming. He asked if this means those signs cannot be removed. Ms. Nordine stated that she believes the law applies to nonconforming permanent signs. City Attorney Filla agreed. Temporary signs are illegal to begin with and would have to be removed when the time limit expires. Nonconforming means that it was legal at one time but became illegal with changing ordinances. This change in law does not apply to structures that were built illegally from the beginning.

Councilmember Withhart asked if this means that nonconforming structures cannot be removed. City Attorney Filla stated that the only circumstances for removal of nonconforming structures is dilapidation or hazardous condition. Mr. Schwerm added that a nonconforming structure built with City approval through the building permit process would be considered legal, although it could still be considered a non-conforming structure.

Planning Commissioner Wenner stated that the Planning Commission discussion centered on legal v. nonconforming and how that is defined. He commended staff for the text language that reflects the Planning Commission recommendations.

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to adopt Ordinance No. 888, revising Chapter 200 of the Municipal Code, specifically Section 207.050 and Section 208.080 regarding nonconformities and to authorize publication of an Ordinance Summary. The Ordinance is consistent with recent changes in State Law.

ROLL CALL: Ayes: Quigley, Wickstrom, Withhart, Huffman, Martin  
Nays: None

## **APPROVAL OF LCDA GRANT AGREEMENT WITH THE METROPOLITAN COUNCIL**

### **Presentation by City Planner Kathleen Nordine**

The City has received a grant through the Metropolitan Council Livable Communities Demonstration Account for Midland Terrace Plaza Redevelopment Project, in the amount of \$655,000. Midland Terrace was built in the 1970s with 420 apartment units and a retail center. The redevelopment project includes demolition of the existing retail center, realignment of Owasso Street, and construction of a new apartment building with 120 units. The owner, Tycon Companies, is in the process of completing a PUD-Concept Stage application. The grant funding can be used for the street realignment, relocation of municipal utility lines, sidewalk and trail connections, demolition of the retail center and site improvements. This grant funding expires December 31, 2014.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Huffman to authorize the execution of the Metropolitan Livable Communities Act Grant Agreement with the Metropolitan Council for the Midland Terrace project, 3259 Owasso Street. Funding through this Grant Program will assist with costs associated with the needed public improvements and site preparation for a new apartment complex.

ROLL CALL: Ayes: Wickstrom, Withhart, Huffman, Quigley, Martin  
Nays: None

## **RESOLUTION REJECTING PROPOSED GRASS LAKE WATER MANAGEMENT ORGANIZATION JOINT POWERS LANGUAGE AND TO PETITION DISSOLUTION**

### **Presentation by Public Works Director Mark Maloney**

Grass Lake Water Management Organization (GLWMO) was created in 1983, when state law required water management to be handled on a regional basis. The cities of Roseville and Shoreview entered into a Joint Powers Agreement, which created GLWMO. The jurisdiction of GLWMO is nine square miles, making it the second smallest water management organization in the State of Minnesota. In its creation, GLWMO was intended to be a transparent extension of local government.

Since the creation of GLWMO, regulations have changed through the Wetland Conservation Act in 1991; the NPDES program administered by the Minnesota Pollution Control Agency in 2003, which is a permit process to account for all surface water management; and the implementation of TMDLS in Minnesota in 2010. The impacts of these regulations were not anticipated with the creation of GLWMO, originally seen as an advisory group to the City Councils. Regulations have moved away from water management being an extension of local government.

In 2007, the Legislative Auditor's Report identified concerns with small water management organizations because of the difficulty balancing regional needs with local

influence and the fact that they do not have adequate resources with staff and budget. The Board of Water & Soil Resources (BWSR) was charged with oversight and enforcing MN/Statutes 103B and Rules 8410 regarding water management. BWSR has required changes to the Joint Powers Agreement that includes updated language for appointments; clarification of officers' duties; applicability of Robert's Rules of Order and the MN Open Meeting Law; and significant changes regarding autonomy on budget issues. Budgets to be approved by the City will no longer be allowed by BWSR.

The City Councils of Shoreview and Roseville have expressed concern about giving funding authority to a separate entity with no ability to impact budget requests. A Task Force was set up by GLWMO to review governance issues.

Alternatives to GLWMO that have technical expertise and a stable funding source would be to dissolve GLWMO and merge the area into the Vadnais Lake Area Water Management Organization (VLAWMO) or Ramsey/Washington Metro Watershed District (RWMWD). The decision would be discussed over the next several months by a number of entities.

Roseville has voted to reject the revised Joint Powers Agreement and petitioned GLWMO to begin the process of dissolution. A resolution to that same effect is now presented for approval by the City Council of Shoreview.

Councilmember Wickstrom asked how water management would be handled until another entity has authority. Mr. Maloney explained that if both cities agree on the direction to recommend, a Memorandum of Understanding could provide for how things are handled in the interim. It would help BWSR if both cities agreed. Also, there may be implications to VLAWMO and RWMWD that would have to be understood before a final determination is made on where the district would be moved.

Mayor Martin expressed appreciation to GLWMO for the work done over the years to develop a water management plan. There will be cost efficiencies not having to hire administrative and consultant services. It is important to take this step and work closely with Roseville, as both cities have the same goals for water quality.

Councilmember Withhart stated that the City cannot agree to support an autonomous budget process. He noted that the two cities can make a recommendation for the future, but it will be a state decision as to whether GLWMO is merged into VLAWMO or RWMWD.

Mayor Martin opened the discussion to public comment.

**Mr. Robert Higgins** 953 Oakridge, stated that GLWMO is too small and is yet another entity using taxpayer money. He agreed with Mr. Maloney's recommendation.

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to adopt Resolution No. 12-11 rejecting proposed Grass Lake Water Management Organization Joint Powers language and to Petition for Dissolution of the Organization.

Discussion:

Mayor Martin thanked the members of GLWMO who have put in many many hours of work on this issue.

ROLL CALL: Ayes: Withhart, Huffman, Quigley, Wickstrom, Martin  
Nays: None

**APPOINTMENT OF PLANNING COMMISSION CHAIR AND VICE CHAIR**

Mayor Martin noted the Planning Commission discussion, which recommends that the Chair position be on a rotating basis.

MOTION: by Councilmember Withhart, seconded by Councilmember Huffman to appoint Steve Solomonson as chair of the Planning Commission and Curt Proud as vice chair for one-year terms expiring on January 31, 2013.

ROLL CALL: Ayes: Huffman, Quigley, Wickstrom, Withhart, Martin  
Nays: None

Mayor Martin thanked Chair Larry Feldsien for his dedicated commitment who has served for 24 years on the Planning Commission.

Councilmember Wickstrom thanked Planning Commissioner Rick Mons who also is retiring after 15 years of service, and she wished him a speedy recovery.

**ADJOURNMENT**

MOTION: by Councilmember Withhart, seconded by Councilmember Huffman to adjourn the meeting at 8:10 p.m.

VOTE: Ayes - 5 Nays - 0

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE \_\_\_\_ DAY OF \_\_\_\_\_  
2012.

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Terry C. Schwerm  
City Manager

**SHOREVIEW ECONOMIC DEVELOPMENT AUTHORITY  
MINUTES OF THE ANNUAL BUSINESS MEETING  
January 9, 2012**

**CALL TO ORDER**

President Huffman called the Annual Meeting to order on January 9, 2012, at 5:03 p.m.

**ROLL CALL**

The following members were present: Blake Huffman, Emy Johnson, Gene Marsh, Terry Quigley, and Ben Withhart.

Also Present:

Tom Simonson, Assistant City Manager/Community Development Director  
Kirsten Barsness, Barsness Consulting Services

Huffman welcomed newly appointed EDA member Gene Marsh to his first meeting. Board members introduced themselves.

**APPROVAL OF AGENDA**

Quigley moved, Johnson seconded, a motion to approve the January 9, 2012 agenda for the Annual Business Meeting as submitted.

VOTE:           Ayes – 5                      Nays – 0

**APPROVAL OF MINUTES**

Quigley moved, Withhart seconded a motion to approve the December 12, 2011 meeting minutes as submitted.

VOTE:           Ayes - 5                      Nays - 0

**ELECTION OF OFFICERS**

The Board discussed the officer positions briefly. Gene Marsh, who has a financial and banking background, agreed to serve as Treasurer. Quigley also encouraged Huffman to remain as President for purposes of continuity and leadership.

Quigley moved, Marsh seconded, a motion to elect the following Officers to the Shoreview Economic Development Authority for 2012, pursuant to the adopted By-Laws:

President	Blake Huffman
Vice President	Ben Withhart
Treasurer	Gene Marsh

VOTE:           Ayes - 5                      Nays - 0

## **FINANCES AND BUDGET**

### **Approval of Claims and Purchases**

Simonson noted that there were no new home energy loans in December. Also, the cost for the Business Exchange event at the Shoreview Hilton is listed now as an EDA expense.

Huffman noted that one energy loan has been paid off, which puts money back into the fund for future loans.

Quigley moved, seconded by Marsh, to accept the Financial Report through December 31, 2011 (preliminary and un-audited) and approve the following payment of bills:

- |    |   |                     |
|----|---|---------------------|
| 1. | Community Reinvestment Fund<br>(Monthly Loan Service Fee - 10 loans)                    | \$ 69.00 (Fund 307) |
| 2. | Hilton-Shoreview (Business Exchange Event 12-8-11)<br>(Date Paid: 12/22/11)             | \$678.12 (Fund 240) |
| 3. | Deanne Allen (EDA Minutes)<br>(Date Paid 12/30/11)                                      | \$200.00 (Fund 240) |
| 4. | Development Consultant (Kirstin Barsness)<br>(Consulting Services - Date Paid 12/5/11)  | \$495.00 (Fund 240) |
| 5. | Development Consultant (Kirstin Barsness)<br>(Consulting Services - Date Paid 12/30/11) | \$495.00 (Fund 240) |

VOTE:           Ayes - 5                      Nays - 0

### **Monthly Financial Report**

The preliminary financial reports for all of 2011 were presented to the Board. It was a goal to have some surplus at the end of the year, which occurred. This to build fund balances and keep levies down in the future. Staff will present insurance coverages for 2012 at an upcoming meeting as soon as that is finalized by the Assistant Finance Director.

## **GENERAL BUSINESS**

### **Review of EDA Work Plan and Discussion of Goals and Projects for 2012**

The Board reviewed the project matrix that was adopted last year. A major accomplishment is the Red Fox Road project, which will begin on January 10, 2012.



**Highway Corridor Transition Areas:** This concept is to study single-family housing along Highways 96 and Hodgson Road that are showing decline in maintenance of property. A higher percentage of homes on those corridors are in foreclosure or are vacant or are becoming rental properties. Single-family residential may not be a suitable land use any longer. This effort was delayed to apply for a grant, which was not successful. The reason given for denial of the grant is that not enough work has been done to identify outcomes of the proposed study. City planning staff is discussing whether this study should be pursued and funded internally.

Withhart asked about the Highway 49 road reconstruction to be done by Ramsey County. Simonson responded that the portion south of Highway 96 to I694 is planned.

Huffman stated that the study should be synchronized with the road work being planned by Ramsey County.

**Housing Improvement Areas:** There is legislation that allows cities to work with townhouse complexes to help them with aging capital improvements, such as roads, parking lots, roofing. Units would then be assessed similar to a street project.

Huffman stated that he would like to see the Board focus on this work in the next year, as the situation has not improved with townhouse complex maintenance, and there is a deadline as to how long cities will be able to offer this option. He further stated that townhouses are now allowed to take advantage of the low interest loans the City is offering.

Simonson noted that a workshop was held a year ago for townhouse complex residents. Approximately a dozen complexes were represented. He agreed that it would make sense to spend more time on this issue.

Quigley stated that one obstacle is that the individual boards and associations of townhouse complexes are precariously organized.

Withhart added that some associations require a 100% vote for expenditures on capital improvements. Seniors on fixed incomes do not want assessments. Young people see townhouses as short-term housing and do not want to make the commitment.

**Midland Terrace:** This project will be a priority over the next year. The City has received a grant from the Metropolitan Council in the amount of \$655,000 for the street design. SEH, who is designing the project, is working with Ramsey County and the railroad. The biggest issue is that the railroad has requested that their signals be completely replaced. Ramsey County is planning to shift dollars and participate in approximately one-third of this new cost. The remainder will be covered with future TIF money. There is a timing issue with the road work in that the intersection will have to be shut down two to four weeks at a time when Mn/DOT is shutting the Victoria ramp for nine months. The developer is expected to submit a PUD application in January. Also, a formal request for a new TIF District needs to be submitted. The goal is to have approvals finalized at the same time the City awards the contract for constructing the road realignment. There is land that must be acquired in the Island Lake School area along County Road E. There is a ditch to be filled in and drainage rerouted. A fence and landscaping will be provided for the school.

Withhart stated that the school district needs to be notified as soon as possible because of bussing issues.

Marsh asked how many units are in the building. Simonson indicated approximately 108 units has been discussed by the developer but the actual number will be determined as the project moves forward through the design and approval process.

Barsness noted that one issue is that there are no comparables for these units that are now valued at \$115,000 per unit. Once the new architecture is done, the developer can go back to Ramsey County and have the value adjusted accordingly.

**Southview Senior Living/Cascades:** The residential Schneider property in the middle of this site has now been acquired and the house torn down. The shed and garage were removed before January 1, 2012, in order to qualify for the special authorization granted by the legislature for the City to use TIF funding for this project. Trees have also been removed. It is planned that the facility will open in April 2012.

Huffman commended Barsness for negotiating a period of 15 years that units would be guaranteed under an Elderly Waiver for affordable housing. The original proposal was only for 9 years.

**Rental Property Fix-up Program:** The purpose of this program is to provide resources or loans to upgrade and keep rental properties at a level of maintenance that matches the neighborhood. A detailed study is proposed to determine the number of and location of each throughout the City.

**Shoreview Village Mall:** The last time there was a meeting with owner was a year ago, who is now waiting to see how the stadium plays out in the legislative session. After the legislative session will be a time to approach him about redevelopment.

Huffman stated that no new permits for additional developments should be issued for any further expansion at the Shoreview Mall.

Marsh noted that the problem is the owner owns the Mall outright, so that the income from tenants is cash profit. The right developer will have to come with a lot of money to buy out the owner.

**Red Fox Road Retail Area:** The remaining issue in this area is that the owner of the Sinclair property is interested in redeveloping the site. Chipotle and LeeAnn Chin have signed leases along with Sport Clips for the Stonehenge retail center development. The developer is making progress with the preferred anchor to locate on this retail site. The City has agreed to provide the developer with an additional \$500,000 of tax increment assistance if the preferred anchor is secured. The Public Works Department is studying the road improvements needed on Red Fox Road and staff plans on meeting with property owners and businesses in the area sometime this spring once design options are prepared. Huffman requested that the road work be coordinated with the opening of the facility.

**PaR Nuclear/Westinghouse:** The City is ready and willing to work with PaR Nuclear on expansion and has sent a follow-up communication asking the status of that work. Because of the economy,

expansion has been on hold. The best place for expansion would be on the west side of Deluxe where currently there is a parking lot.

**Deluxe Campus/County Road E Industrial Area:** Withhart asked if Deluxe would share their property with another company. Simonson responded that Deluxe does not want to split off property but wants to hold onto the entire campus. Another possible expansion would be Nardini, but they want to wait until after the November elections regarding the economy. City assistance has been offered, but Nardini is not yet ready to expand.

**Children's Hospital Property:** Regrading and cleanup has been done on the property. Efforts are being made to get a credit from Ramsey County for planting winter wheat on the 18-acre site. This is the largest vacant site left in Shoreview to develop.

Huffman stated he does not want this property to become part of any freeway improvements by MnDOT. Simonson said that he recently spoke with a commercial broker that could be an indication that Children's is exploring the marketing of the site for sale.

**Potential New Priorities:** Simonson stated that the Annual Report will be done by March and will present a good template from which to review discussion with the Council other priorities for the EDA work plan.

Withhart noted the mall on Hodgson and I-694 that is almost empty. He asked if there is a role for the City to discuss with businesses the impacts of a proposed Vikings stadium in Arden Hills. He agreed that an aggressive strategy is needed to address townhouse issues.

Simonson stated that another priority to look at is alternative funding sources for the Advantage Shoreview business loan program. This year TIF funding was earmarked for the loan program that was developed as a means to utilize under the special legislation, but now most of that funding has been pledged to the Stonehenge development. While no businesses applied for a loan, the City would now have to consider alternative funding sources if we wished to continue with the business loan program.

Huffman requested that the February EDA agenda include discussion about properties and businesses and programs.

## **ULI WORKSHOP: NAVIGATING THE NEW NORMAL**

Simonson announced and encourage Board members to attend the upcoming ULI workshop on Navigating the New Normal, which will be held on March 12, 2012, after the EDA meeting.

## **ADJOURNMENT**

Quigley moved, Marsh seconded a motion to adjourn the meeting at 6:20 p.m.

VOTE:           Ayes - 5                   Nays - 05

# Memorandum

**To:** Mayor and City Council Members  
City Manager

**From:** Tom Simonson  
Assistant City Manager and Community Development Director

**Date:** February 16, 2012

**Re:** Monthly Reports  
– Administration Department  
– Community Development Department

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## **Development Project Updates**

**Red Fox Road Retail.** A building permit has been issued for the phase one retail center project along Red Fox Road near Lexington Avenue just north of the Super Target. The 6-acre development site has been cleared and preparations are being made to commence with grading and footings for the retail center building. The developer DPS-Shoreview, LLC (Stonehenge USA) anticipates the retail center to be completed by this summer. To date, the developer has officially confirmed the project will include Chipotle and Leeann Chin restaurants and a Sport Clips hair establishment as tenants. At least two other tenants are expected to be announced soon. The developer also reports that they continue to make good progress towards securing an anchor tenant for the phase two building pad for a specialty market.

Construction of two new digital billboards along I-694 by Clear Channel has started. Work at the 455 County Road E location began a week ago and work will soon be underway at the Red Fox Road location. Both signs should be completed and operational within the next month.

**Shoreview Senior Living.** Contractors for the developer of the Shoreview Senior Living housing project have begun construction work on their mixed-care senior housing project. The building will total 105 units, with 30 independent care units, 43 assisted living units, and 32 memory care units. Site work on the building footings and foundation has started. The project is expected to take a little over a year to complete with an opening of the senior housing facility in April 2013.

**Midland Plaza Redevelopment/Midland Terrace Apartments.** The property owner/developer has formally submitted a concept stage Planned Unit Development application on the proposed redevelopment of the Midland Plaza strip center for the construction of a new luxury six-story 120 unit apartment building in the Midland Terrace Apartments complex. The concept stage is an informal process, which will begin with the Planning Commission on February 28<sup>th</sup> and the City Council on March 5<sup>th</sup> for review and comments prior to formal submittal of the development stage. A public notice of the proposal has been mailed to property owners near the project area.

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## **Housing and Code Enforcement Activity**

**Rental Housing Licensing.** Community Development Department staff has completed the processing of 2012 application renewals for 405 General Dwelling Rental License applications and the 7 Multi-Family Dwelling complexes have also been issued new licenses. New GDU license applications are expected throughout the year as properties are converted and the owners apply for licenses. Staff will continue to actively identify and investigate rental properties that have not been licensed.

The 2011 GDU inspection cycle was completed last month and the 2012 inspections have now commenced with about 55 GDU and 75 MFU inspections performed to date. A total of about 250 GDU and 420 MFU units are scheduled for inspection during 2012. The MFU inspections typically occur during February, with the majority of the GDU inspections occurring during snow-free months.

**Code Enforcement.** Code Enforcement complaints have experienced the seasonal slow-down, with only 3 new cases opened in the past month. The following table summarizes the code enforcement activity this past year and this year to date:

Year	Total Cases	Cases Open	Cases Closed
2011	200	25	175
2012	10	3	7

Three citations issued in 2011 remain pending. One continuing case involves barking dogs and animal waste, for which a second citation was issued in January. The two others stem from outdoor storage/refuse conditions.

## **Miscellaneous**

- The planning staff is preparing for the February 28<sup>th</sup> Planning Commission meeting. In addition to the concept plan review for the Midland Terrace project, there is one residential variance application on the agenda and a public hearing on a series of proposed text amendments pertaining to tree disease, illicit discharge and soil/sediment control. A workshop will also be held after the regular commission meeting to discuss temporary business signs.
- Included is the monthly summary from the Housing Resource Center (HRC) showing services provided to Shoreview residents. The HRC has provided 10 loans through the Shoreview Home Energy Improvement Loan Program.
- Attached is the monthly report on building permit activity from the Building Official through January, 2012. The most significant valued project for new construction issued this past month was for the Stonehenge/Red Fox Road retail center.

Super Target also recently was issued a building permit with a value of \$900,000 for a major interior remodel. The project is expected to begin in early March and continue for about 15 weeks, with the store remaining open during the upgrades.

A building permit was just issued this month for a \$1.9 million in renovations and upgrades to the 1050 County Road F building in the Shoreview Corporate Park to Land O' Lakes.

- Cummins Power Generation has been issued a full final inspection and occupancy permit for the major facility renovations to their new global headquarters in the former Medtronic building at Victoria Street and I-694. Corporate identification signs are being installed at the property. Cummins expects to move upwards of 800 employees to the facility by mid-2012.
- Rondo Community Land Trust staff will continue to be available to meet with Ramsey County residents who may be facing foreclosure to review their situation and whether or not the Trust's Foreclosure program is a viable option for them. Appointments will be available at the City Hall, Lower Conference Room, from 5:00 to 8:00 pm on the following days: February 23, March 8, March 22 and April 12. Residents can call the Rondo Community Land Trust at 651.221.9884 for more information or to schedule an appointment.
- The City is now accepting applications for the full-time Communications Coordinator position in the Administration Department that was approved as part of the 2012-2013 budget. The position will be responsible for oversight and managing the City's website, ShoreViews newsletter, cable access channel and programming, and other communications and media for the organization. Applications must be submitted by February 27<sup>th</sup> and can be obtained via the City's website or by calling 651.490.4610.

# Housing Resource Center - NorthMetro City of Shoreview Monthly Status Report

## July 1, 2001 - January 31, 2012

Yr-to-																											
July- Dec		Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	Yr-to- Date	TOTAL
Home Buyer Information		6	10	13	10	13	13	9	10	6	3	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	95
Refinance/Satisfactions/Subordinat		0	0	2	0	1	4	5	4	4	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23
Energy Assistance (1)		0	1	1	1	1	1	1	2	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12
Mortgage Foreclosure Prevention		0	1	0	2	2	0	5	5	3	1	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25
Home Improvement Information (2		37	184	544	148	143	204	239	136	110	256	128	2	0	0	0	0	0	0	0	0	0	0	0	0	2	2,131
Rental/Emergency Housing Issues		0	1	4	5	8	18	13	9	4	8	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	73
Other		0	11	25	2	2	0	3	5	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	49
MHFA Fix Up Fund/Rehab/Rental																											
Loan Applications Rec'd		0	6	1	8	6	6	5	3	3	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	43
Loans Closed		0	5	1	5	3	0	3	2	1	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25
Shoreview Home Energy Loan																											
Loan Applications Rec'd								Loan not available			6	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	11
Loans Closed								Loan not available			5	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9
Ramsey County Deferred Loan																											
Loan Applications Rec'd		0	0	3	3	2	0	2	3	1	5	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20
Loans Closed		0	0	2	0	0	1	1	1	1	2	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12
Construction Consultation Report																											
Consultation Phone or Walk-in		5	37	14	57	69	72	123	108	71	108	65	2	0	0	0	0	0	0	0	0	0	0	0	0	2	731
Site Visits		0	25	31	51	31	58	88	67	43	78	47	2	0	0	0	0	0	0	0	0	0	0	0	0	2	521
Scopes & Inspections		5	31	57	8	0	2	2	2	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	113
TOTAL SERVICES PROVIDED		53	312	698	300	281	379	499	357	253	488	267	6	0	0	0	0	0	0	0	0	0	0	0	0	6	3,893
TOTAL CLIENTS SERVED		21	199	235	162	173	229	258	165	126	261	138	2	0	0	0	0	0	0	0	0	0	0	0	0	2	1,969

NOTE: These numbers reflect the number of CLIENTS serviced. In many instances a client will receive more than one service.

(1) ENERGY ASSISTANCE DENOTES REFERRALS TO SOCIAL SERVICE AGENCIES THAT PROVIDE MONETARY ASSISTANCE FOR ENERGY EXPENSES.

(2) HOME IMPROVEMENTS INCLUDES REFERRALS TO MHFA, PRIVATE LENDERS OR OTHERS FOR FINANCIAL INFORMATION ON HOME IMPROVEMENTS

(3) RENTAL/EMERGENCY HOUSING ISSUES IS A NEW CATEGORY AND WAS COMBINED WITH OTHER IN PREVIOUS YEARS.



# CITY OF SHOREVIEW

## BUILDING INSPECTOR MONTHLY REPORT

### COMPARISON OF YEAR 2012 WITH 2011

JANUARY 2012		TO DATE		2012		JANUARY 2011		TO DATE		2011	
PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION
DWELLINGS	1	\$300,000	1	\$300,000	1	\$350,000	1	\$350,000	1	\$350,000	
TOWNHOMES					\$0				0	\$0	
ADDITIONS	18	\$196,925	18	\$196,925					0	\$0	
GARAGES					\$0				0	\$0	
MISCELLANEOUS					\$0			20	\$161,887	20	\$161,887
APARTMENTS					\$0				0	\$0	
OFFICES					\$0				0	\$0	
RETAIL	1	\$1,310,000	1	\$1,310,000					0	\$0	
INDUSTRIAL/WAREHOUSE					\$0				0	\$0	
PUBLIC BUILDINGS					\$0				0	\$0	
COMMERCIAL ADDITIONS					\$0				0	\$0	
COMMERCIAL ALTER	1	\$900,000	1	\$900,000					0	\$0	
<b>TOTAL</b>	<b>21</b>	<b>\$2,706,925</b>	<b>21</b>	<b>\$2,706,925</b>		<b>21</b>	<b>\$511,887</b>	<b>21</b>	<b>\$511,887</b>		

CC: CITY MANAGER  
 DIR. COMMUNITY DEV  
 MAYOR

TO: Terry Schwerm, City Manager

FROM: Jeanne A. Haapala, Finance Director

DATE: February 15, 2011

RE: Monthly Finance Report



## Tax Collections

The County remitted final 2011 property tax and assessment collections to Shoreview in late January. As shown in the summary table below, total current tax collections for 2011 amount to 99.2% of the levy (as compared to 98.6% in 2010). This is a very favorable indicator for the City.

Once delinquent collections and rebates are considered, total collections are 98.8% of the levy, as compared to 99.1% in 2010. The collection rate is slightly lower than for current year collections due to property tax refunds that resulted from property value reductions.

Fund Description	2011 Tax Collections						Adopted Levy *	Percent Collected	
	Current	Delinquent	Mobile Home	Fiscal Disparity	MVHC	Total Collections		Current	Total
General	\$5,693,505	\$ (30,733)	\$ 2,334	\$ 600,567	\$ 2,880	\$ 6,268,553	\$ 6,345,734	99.2%	98.8%
EDA	22,436		15	2,367		24,818	25,000	99.2%	99.3%
2004 CIB Bonds	130,132	(722)	52	13,727		143,189	145,000	99.2%	98.8%
2006 Street Bonds	208,212	(1,129)	85	21,963		229,131	232,000	99.2%	98.8%
1995 Impr Bonds	44,873	(375)	12	4,733		49,243	50,000	99.2%	98.5%
2001 Impr Bonds	58,335	(320)	24	6,153		64,192	65,000	99.2%	98.8%
2002 Impr Bonds	22,437	(182)	6	2,367		24,628	25,000	99.2%	98.5%
2006 Impr Bonds	8,975	-	6	947		9,928	10,000	99.2%	99.3%
Central Garage (debt)	87,952	-	59	9,277		97,288	98,000	99.2%	99.3%
Street Renewal	673,099	(3,401)	287	71,000		740,985	750,000	99.2%	98.8%
GFA Revolving	1,032,085	(5,392)	432	108,867		1,135,992	1,150,000	99.2%	98.8%
Capital Impr	89,747	(448)	39	9,467		98,805	100,000	99.2%	98.8%
Total City	\$8,071,788	\$ (42,702)	\$ 3,351	\$ 851,435	\$ 2,880	\$ 8,886,752	\$ 8,995,734	99.2%	98.8%
HRA	\$ 52,069	\$ 116	\$ 16	\$ 5,179	\$ -	\$ 57,380	\$ 60,000	95.4%	95.6%

\* Due to State cuts to the MVHC program, the City did not anticipate collecting MVHC in 2011.

## Tax Increment Collections

Tax increment collections are at 100% for all districts except the TIF District #1, where value reductions resulted in property tax refunds. Even after the refunds in part of TIF District #1, the total collection rate remains a very favorable 97.2% of total expected collections.

2011 TIF Collections					
	Current	MVHC	Total TIF Collections	Expected Collections	Percent Collected
TIF #1-Non-Deluxe	\$ 571,382	\$ -	\$ 571,382	\$ 629,973	90.7%
TIF #1-Deluxe	439,488	-	439,488	439,488	100.0%
TIF #2-City Center	460,248	377	460,625	460,652	100.0%
TIF #3-TSI	167,364	-	167,364	167,365	100.0%
TIF #4-Scandia Shores	85,960	-	85,960	85,961	100.0%
TIF #5-Shvw Mall	207,370	-	207,370	207,371	100.0%
TIF #6-Gateway	103,815	2,554	106,369	106,374	100.0%
Total TIF Revenue	<u>\$ 2,035,627</u>	<u>\$ 2,931</u>	<u>\$ 2,038,558</u>	<u>\$ 2,097,184</u>	97.2%

## General Fund Surplus

Each year, as part of the annual closing process, staff reviews activity in the General fund to determine required transfers out for the year (per the fund balance policy). City policy requires that any General fund balance in excess of the combined working capital and unanticipated event allocations be transferred to another fund (subject to Council approval), or be designated for a special purpose within the General fund.

Preliminary information for 2011 indicates that the General fund could end the year with a surplus near \$200,000. About \$55,000 of that amount would be retained in the City's General Fund for changes in the cash flow and unanticipated expense designations. The remaining \$145,000 would be available to transfer out of the General Fund. This is a very positive indicator for the City.

Staff will explore options for the surplus as final audit work nears completion, and will consider setting aside the entire surplus to reduce future debt levies (as was done at the end of 2010) or to assist in covering anticipated capital costs. More information will be provided on this idea when the City Council is asked to approve final 2011 transfers between funds.

### **Audit Preparation**

Over the next 6 weeks finance staff members will complete year-end closing work papers and adjusting entries in preparation for final audit work (scheduled to begin the first week in April). Staff anticipates issuing the financial report in May.

### **Monthly Report**

Attached is the monthly report for January of 2012. It is important to note that most of the bills paid in January of each year are for the previous year and therefore are not reflected in this monthly report. This causes January expenses to be low in comparison to other months.

**General Fund**  
For Year 2012 Through The Month Of January

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Property Taxes	6,467,060		6,467,060		
Licenses & Permits	292,750	30,804	261,946	10.52	4.63
Intergovernmental	183,002	82,232	100,771	44.93	
Charges for Services	1,164,450	17,356	1,147,094	1.49	.23
Fines & Forfeits	62,000	1,357	60,643	2.19	.12
Interest Earnings	45,000		45,000		
Miscellaneous	35,160	1,451	33,709	4.13	1.85
<b>TOTAL REVENUES</b>	<b>8,249,422</b>	<b>133,199</b>	<b>8,116,223</b>	<b>1.61</b>	<b>.20</b>
<b>EXPENDITURES</b>					
General Government					
Administration	537,154	30,693	506,461	5.71	9.92
Communications	171,288	8,805	162,483	5.14	3.55
Council & commiss	140,231	53,319	86,912	38.02	2.31
Elections	34,453	-1	34,454		
Finance/accounting	541,508	29,088	512,420	5.37	4.79
Human Resources	248,382	11,864	236,518	4.78	
Information systems	312,594	29,775	282,819	9.53	5.19
Legal	100,000		100,000		
<b>Total General Government</b>	<b>2,085,610</b>	<b>163,543</b>	<b>1,922,067</b>	<b>7.84</b>	<b>4.99</b>
Public Safety					
Emergency services	7,333	151	7,182	2.06	1.16
Fire	854,900	430,111	424,789	50.31	49.88
Police	1,858,994		1,858,994		8.30
<b>Total Public Safety</b>	<b>2,721,227</b>	<b>430,262</b>	<b>2,290,965</b>	<b>15.81</b>	<b>21.05</b>
Public Works					
Forestry/nursery	75,596	942	74,654	1.25	1.38
Pub Works Adm/Engin	433,056	24,393	408,663	5.63	1.41
Streets	769,973	26,323	743,650	3.42	1.59
Trail mgmt	121,384	2,546	118,838	2.10	6.47
<b>Total Public Works</b>	<b>1,400,009</b>	<b>54,204</b>	<b>1,345,805</b>	<b>3.87</b>	<b>1.92</b>
Parks and Recreation					
Municipal buildings	126,119	1,180	124,939	.94	.80
Park Maintenance	1,117,133	44,286	1,072,847	3.96	3.91
Park/Recreation Adm	345,201	22,930	322,271	6.64	6.67
<b>Total Parks and Recreation</b>	<b>1,588,453</b>	<b>68,397</b>	<b>1,520,057</b>	<b>4.31</b>	<b>4.43</b>
Community Develop					
Building inspection	151,486	6,453	145,033	4.26	4.27
Planning/zoning adm	382,837	24,338	358,499	6.36	5.34
<b>Total Community Develop</b>	<b>534,323</b>	<b>30,790</b>	<b>503,533</b>	<b>5.76</b>	<b>5.04</b>

**General Fund**  
For Year 2012 Through The Month Of January

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
TOTAL EXPENDITURES	8,329,622	747,195	7,582,427	8.97	9.47
OTHER					
Transfers In	481,000		481,000		
Transfers out	-400,800	-118,750	-282,050	29.63	27.67
TOTAL OTHER	80,200	-118,750	198,950	-148.07	-268.94
Net change in fund equity		-732,746	1,296,846		
Fund equity, beginning		3,921,134			
Fund equity, ending		3,188,388			
Less invested in capital assets					
Net available fund equity		3,188,388			

**Recycling**  
For Year 2012 Through The Month Of January

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	69,000		69,000		
Charges for Services	451,300	42	451,258	.01	
TOTAL REVENUES	520,300	42	520,258	.01	
EXPENDITURES					
Public Works					
Recycling	489,474	1,366	488,108	.28	.41
Total Public Works	489,474	1,366	488,108	.28	.41
TOTAL EXPENDITURES	489,474	1,366	488,108	.28	.41
Net change in fund equity	30,826	-1,324	32,150		
Fund equity, beginning		59,671			
Fund equity, ending		58,347			
Less invested in capital assets					
Net available fund equity		58,347			

**STD Self Insurance**  
For Year 2012 Through The Month Of January

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	7,500	624	6,876	8.32	8.32
Interest Earnings	600		600		
TOTAL REVENUES	8,100	624	7,476	7.70	7.34
EXPENDITURES					
Miscellaneous					
Stort term disab	8,000		8,000		20.36
Total Miscellaneous	8,000		8,000		20.36
TOTAL EXPENDITURES	8,000		8,000		20.36
Net change in fund equity	100	624	-524		
Fund equity, beginning		45,189			
Fund equity, ending		45,813			
Less invested in capital assets					
Net available fund equity		45,813			



**Community Center**  
For Year 2012 Through The Month Of January

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	2,269,985	231,708	2,038,277	10.21	10.79
Interest Earnings	8,000		8,000		
Miscellaneous		20	-20		
TOTAL REVENUES	2,277,985	231,728	2,046,257	10.17	10.73
EXPENDITURES					
Parks and Recreation					
Community center	2,445,989	110,941	2,335,048	4.54	5.73
Total Parks and Recreation	2,445,989	110,941	2,335,048	4.54	5.73
Capital Outlay					
Community center	12,930		12,930		
Total Capital Outlay	12,930		12,930		
TOTAL EXPENDITURES	2,458,919	110,941	2,347,978	4.51	5.73
OTHER					
Transfers In	300,000	25,000	275,000	8.33	
TOTAL OTHER	300,000	25,000	275,000	8.33	
Net change in fund equity	119,066	145,787	-26,721		
Fund equity, beginning		600,652			
Fund equity, ending		746,439			
Less invested in capital assets					
Net available fund equity		746,439			

**Recreation Programs**  
For Year 2012 Through The Month Of January

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Charges for Services	1,277,740	81,416	1,196,324	6.37	5.40
Interest Earnings	4,600		4,600		
Miscellaneous		20	-20		
<b>TOTAL REVENUES</b>	<b>1,282,340</b>	<b>81,436</b>	<b>1,200,904</b>	<b>6.35</b>	<b>5.37</b>
<b>EXPENDITURES</b>					
Parks and Recreation					
Adult & youth sports	109,238	2,733	106,505	2.50	2.38
Aquatics	129,694	5,221	124,473	4.03	4.45
Community programs	99,102	7,844	91,258	7.91	.35
Drop-in child care	67,409	3,379	64,030	5.01	7.25
Fitness programs	198,987	13,324	185,663	6.70	5.73
Park/Recreation Adm	331,258	19,356	311,902	5.84	5.17
Preschool programs	73,656	4,368	69,288	5.93	7.78
Summer Discovery	167,245	-18	167,263	-.01	.35
Youth/teen	70,213	4,425	65,788	6.30	2.88
<b>Total Parks and Recreation</b>	<b>1,246,802</b>	<b>60,630</b>	<b>1,186,172</b>	<b>4.86</b>	<b>3.94</b>
<b>TOTAL EXPENDITURES</b>	<b>1,246,802</b>	<b>60,630</b>	<b>1,186,172</b>	<b>4.86</b>	<b>3.94</b>
<b>OTHER</b>					
Transfers In	65,000		65,000		
Transfers out	-75,000	-6,250	-68,750	8.33	8.33
<b>TOTAL OTHER</b>	<b>-10,000</b>	<b>-6,250</b>	<b>-3,750</b>	<b>62.50</b>	<b>116.67</b>
Net change in fund equity	25,538	14,556	148,482		
Fund equity, beginning		407,898			
Fund equity, ending		422,454			
Less invested in capital assets					
Net available fund equity		422,454			

**Cable Television**  
For Year 2012 Through The Month Of January

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	280,000		280,000		-26.86
Interest Earnings	1,800		1,800		
Miscellaneous	1,200	100	1,100	8.33	
TOTAL REVENUES	283,000	100	282,900	.04	-26.37
EXPENDITURES					
General Government					
Cable television	165,095	2,515	162,580	1.52	4.83
Total General Government	165,095	2,515	162,580	1.52	4.83
TOTAL EXPENDITURES	165,095	2,515	162,580	1.52	4.83
OTHER					
Transfers out	-121,950		-121,950		
TOTAL OTHER	-121,950		-121,950		
Net change in fund equity	-4,045	-2,415	242,270		
Fund equity, beginning		219,077			
Fund equity, ending		216,662			
Less invested in capital assets					
Net available fund equity		216,662			

**Econ Devel Auth/EDA**  
For Year 2012 Through The Month Of January

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	55,000		55,000		
TOTAL REVENUES	55,000		55,000		
EXPENDITURES					
Community Develop					
Econ Development-HRA	49,783	1,357	48,426	2.73	5.73
Total Community Develop	49,783	1,357	48,426	2.73	5.73
TOTAL EXPENDITURES	49,783	1,357	48,426	2.73	5.73
Net change in fund equity	5,217	-1,357	6,574		
Fund equity, beginning		174,651			
Fund equity, ending		173,294			
Less invested in capital assets					
Net available fund equity		173,294			

**HRA Programs of EDA**  
For Year 2012 Through The Month Of January

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	70,000		70,000		
TOTAL REVENUES	70,000		70,000		
EXPENDITURES					
Community Develop					
Housing Programs-HRA	53,726	2,067	51,659	3.85	3.70
Total Community Develop	53,726	2,067	51,659	3.85	3.70
TOTAL EXPENDITURES	53,726	2,067	51,659	3.85	3.70
Net change in fund equity	16,274	-2,067	18,341		
Fund equity, beginning		13,968			
Fund equity, ending		11,901			
Less invested in capital assets					
Net available fund equity		11,901			

**Liability Claims**  
For Year 2012 Through The Month Of January

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Interest Earnings	2,200		2,200		
Miscellaneous	20,000		20,000		
TOTAL REVENUES	22,200		22,200		
EXPENDITURES					
Miscellaneous					
Insurance Claims	32,000		32,000		
Total Miscellaneous	32,000		32,000		
TOTAL EXPENDITURES	32,000		32,000		
Net change in fund equity	-9,800		-9,800		
Fund equity, beginning		175,040			
Fund equity, ending		175,040			
Less invested in capital assets					
Net available fund equity		175,040			

**Slice SV Event**  
For Year 2012 Through The Month Of January

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	22,000	2,675	19,325	12.16	5.38
Miscellaneous	25,000	545	24,455	2.18	2.69
TOTAL REVENUES	47,000	3,220	43,780	6.85	3.91
EXPENDITURES					
General Government					
Slice of Shoreview	57,200	48	57,152	.08	.02
Total General Government	57,200	48	57,152	.08	.02
TOTAL EXPENDITURES	57,200	48	57,152	.08	.02
OTHER					
Transfers In	10,000		10,000		
TOTAL OTHER	10,000		10,000		
Net change in fund equity	-200	3,172	-3,372		
Fund equity, beginning		35,347			
Fund equity, ending		38,519			
Less invested in capital assets					
Net available fund equity		38,519			

**Water Fund**  
For Year 2012 Through The Month Of January

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	13,200		13,200		
Utility Charges	2,464,000	167,762	2,296,238	6.81	5.93
Late fees		2,247	-2,247		
Water meters	2,800	2,113	687	75.48	5.10
Other prop charges	2,000	1,546	454	77.31	16.08
Interest Earnings	55,000		55,000		
TOTAL REVENUES	2,537,000	173,669	2,363,331	6.85	5.89
EXPENDITURES					
Proprietary					
Water operations	1,455,461	48,749	1,406,712	3.35	1.43
Total Proprietary	1,455,461	48,749	1,406,712	3.35	1.43
TOTAL EXPENDITURES	1,455,461	48,749	1,406,712	3.35	1.43
OTHER					
Depreciation	-630,000	-52,500	-577,500	8.33	8.33
Transfers out	-240,000		-240,000		
GO Revenue bonds	-184,287	-99,289	-84,998	53.88	46.53
TOTAL OTHER	-1,054,287	-151,789	-902,498	14.40	13.61
Net change in fund equity	27,252	-26,869	1,859,117		
Fund equity, beginning		12,678,909			
Fund equity, ending		12,652,040			
Less invested in capital assets		9,427,325			
Net available fund equity		3,224,715			



**Sewer Fund**  
For Year 2012 Through The Month Of January

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	10,515		10,515		
Charges for Services	200		200		
Utility Charges	3,500,000	282,777	3,217,223	8.08	8.07
Late fees		4,810	-4,810		
Facility/area chgs	4,000	1,763	2,237	44.07	9.17
Other prop charges	2,500	900	1,600	36.00	30.00
Interest Earnings	25,000		25,000		
TOTAL REVENUES	3,542,215	290,250	3,251,965	8.19	8.13
EXPENDITURES					
Proprietary					
Sewer operations	2,942,296	322,277	2,620,019	10.95	.61
Total Proprietary	2,942,296	322,277	2,620,019	10.95	.61
TOTAL EXPENDITURES	2,942,296	322,277	2,620,019	10.95	.61
OTHER					
Depreciation	-300,000	-25,000	-275,000	8.33	8.33
Transfers out	-188,000		-188,000		
GO Revenue bonds	-72,843	-37,611	-35,232	51.63	36.81
TOTAL OTHER	-560,843	-62,611	-498,232	11.16	8.80
Net change in fund equity	39,076	-94,638	1,130,179		
Fund equity, beginning		7,178,611			
Fund equity, ending		7,083,973			
Less invested in capital assets		4,725,848			
Net available fund equity		2,358,125			

**Surface Water Mgmt**  
For Year 2012 Through The Month Of January

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Intergovernmental	3,815		3,815		
Utility Charges	1,056,000	83,605	972,395	7.92	7.92
Late fees		1,147	-1,147		
Lake Impr Dist chgs	48,462		48,462		
Other prop charges	5,000	390	4,610	7.80	7.80
Interest Earnings	24,000		24,000		
<b>TOTAL REVENUES</b>	<b>1,137,277</b>	<b>85,142</b>	<b>1,052,135</b>	<b>7.49</b>	<b>7.47</b>
<b>EXPENDITURES</b>					
Proprietary					
Snail lake aug.	33,367	489	32,878	1.46	-55.43
Surface water oper	726,866	15,216	711,650	2.09	2.97
<b>Total Proprietary</b>	<b>760,233</b>	<b>15,705</b>	<b>744,528</b>	<b>2.07</b>	<b>.19</b>
<b>TOTAL EXPENDITURES</b>	<b>760,233</b>	<b>15,705</b>	<b>744,528</b>	<b>2.07</b>	<b>.19</b>
<b>OTHER</b>					
Depreciation	-218,000	-18,166	-199,834	8.33	8.33
Transfers out	-107,000		-107,000		
GO Revenue bonds	-85,602	-44,878	-40,725	52.43	46.80
<b>TOTAL OTHER</b>	<b>-410,602</b>	<b>-63,044</b>	<b>-347,559</b>	<b>15.35</b>	<b>15.19</b>
Net change in fund equity	-33,558	6,393	655,166		
Fund equity, beginning		7,406,507			
Fund equity, ending		7,412,900			
Less invested in capital assets		6,135,855			
Net available fund equity		1,277,045			

**Street Light Utility**  
For Year 2012 Through The Month Of January

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Utility Charges	456,000	36,407	419,593	7.98	8.03
Late fees		455	-455		
Interest Earnings	2,500		2,500		
Miscellaneous	500		500		
TOTAL REVENUES	459,000	36,862	422,138	8.03	8.07
EXPENDITURES					
Proprietary					
Street lighting	251,740	966	250,774	.38	6.45
Total Proprietary	251,740	966	250,774	.38	6.45
TOTAL EXPENDITURES	251,740	966	250,774	.38	6.45
OTHER					
Depreciation	-40,000	-3,333	-36,667	8.33	8.33
Transfers out	-15,600		-15,600		
TOTAL OTHER	-55,600	-3,333	-52,267	5.99	6.54
Net change in fund equity	151,660	32,563	223,631		
Fund equity, beginning		711,201			
Fund equity, ending		743,764			
Less invested in capital assets		432,561			
Net available fund equity		311,203			

**Central Garage Fund**  
For Year 2012 Through The Month Of January

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	216,000		216,000		
Intergovernmental	120,715		120,715		
Cent Garage chgs	1,137,680	814	1,136,866	.07	.03
Interest Earnings	22,000		22,000		
TOTAL REVENUES	1,496,395	814	1,495,581	.05	.02
EXPENDITURES					
Proprietary					
Central garage oper	576,564	15,506	561,058	2.69	2.30
Total Proprietary	576,564	15,506	561,058	2.69	2.30
Miscellaneous					
Other Expenses	8,000		8,000		
Total Miscellaneous	8,000		8,000		
TOTAL EXPENDITURES	584,564	15,506	569,058	2.65	2.30
OTHER					
Sale of Asset	20,000		20,000		
Transfers In	180,600		180,600		
Depreciation	-673,000	-56,083	-616,917	8.33	8.33
GO CIP bonds	-247,157	-124,341	-122,816	50.31	88.99
TOTAL OTHER	-719,557	-180,424	-539,133	25.07	40.19
Net change in fund equity	192,274	-195,116	1,866,856		
Fund equity, beginning		3,428,865			
Fund equity, ending		3,233,749			
Less invested in capital assets		3,228,575			
Net available fund equity		5,174			

INVESTMENT SCHEDULE BY SECURITY TYPE  
AS OF 01-31-12

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
CERTIFICATE DEPOSIT							
1,060	Morgan Stanley Smith Barney LLC	CD	1,097	02-25-09	02-27-12	96,000.00	2.994500
1,061	Morgan Stanley Smith Barney LLC	CD	1,097	02-25-09	02-27-12	96,000.00	2.994500
1,062	Morgan Stanley Smith Barney LLC	CD	1,097	02-25-09	02-27-12	96,000.00	2.994500
1,063	Morgan Stanley Smith Barney LLC	CD	1,097	02-25-09	02-27-12	96,000.00	3.044400
1,064	Morgan Stanley Smith Barney LLC	CD	1,095	02-27-09	02-27-12	96,000.00	3.050000
1,075	Morgan Stanley Smith Barney LLC	CD	1,097	07-22-09	07-23-12	150,000.00	2.445500
1,076	Morgan Stanley Smith Barney LLC	CD	1,097	07-22-09	07-23-12	150,000.00	2.395600
1,077	Morgan Stanley Smith Barney LLC	CD	1,097	07-22-09	07-23-12	245,000.00	2.395600
Total Number Of Investments: 8						1,025,000.00	
FEDERAL HOME LN BK							
1,128	Morgan Stanley Smith Barney LLC	FH	3,653	08-25-11	08-25-2021	550,000.00	3.547100
1,133	Morgan Stanley Smith Barney LLC	FH	3,653	10-12-11	10-12-2021	600,000.00	2.997500
Total Number Of Investments: 2						1,150,000.00	
FEDERAL NATL MTG							
1,067	Morgan Stanley Smith Barney LLC	FN	1,826	05-01-09	05-01-14	700,000.00	2.948400
1,098	Wells Fargo Brokerage Services	FN	1,826	08-10-10	08-10-15	500,000.00	1.998900
1,122	Wells Fargo Brokerage Services	FN	1,607	03-17-11	08-10-15	462,000.00	2.044200
1,102	Dain Rauscher Investment Services	FN	32,63	08-25-10	07-27-2020	611,358.07	3.474700
1,105	Dain Rauscher Investment Services	FN	5,465	10-13-10	09-29-2025	661,980.00	4.174300
1,123	Dain Rauscher Investment Services	FN	-31,0	06-30-11	06-30-2026	1,000,000.00	4.829800
1,124	Dain Rauscher Investment Services	FN	5,479	06-30-11	06-30-2026	219,000.00	4.829800
1,129	Dain Rauscher Investment Services	FN	-31,0	09-21-11	09-21-2026	600,000.00	5.079600
1,130	Dain Rauscher Investment Services	FN	5,479	09-30-11	09-30-2026	500,000.00	4.663300
1,131	Dain Rauscher Investment Services	FN	5,479	09-30-11	09-30-2026	180,000.00	4.663300
1,134	Dain Rauscher Investment Services	FN	5,479	10-27-11	10-27-2026	1,000,000.00	4.163600
1,135	Dain Rauscher Investment Services	FN	5,479	10-27-11	10-27-2026	600,000.00	4.796500
1,066	Dain Rauscher Investment Services	FN	-29,8	04-20-09	06-15-2027	549,528.74	6.434800
Total Number Of Investments: 13						7,583,866.81	

INVESTMENT SCHEDULE BY SECURITY TYPE  
AS OF 01-31-12

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
<hr/>							
FED HM MORTG POOL							
<hr/>							
1,127	Dain Rauscher Investment Services	HP	3,653	07-29-11	07-29-2021	500,000.00	3.996700
1,132	Morgan Stanley Smith Barney LLC	HP	3,653	09-30-11	09-30-2021	500,000.00	3.197400
1,136	Morgan Stanley Smith Barney LLC	HP	3,653	11-09-11	11-09-2021	600,000.00	3.097500
1,137	Morgan Stanley Smith Barney LLC	HP	32,66	11-17-11	11-17-2021	550,000.00	3.197400
1,138	Dain Rauscher Investment Services	HP	3,653	12-15-11	12-15-2021	600,000.00	3.272300
1,139	Dain Rauscher Investment Services	HP	3,653	12-29-11	12-29-2021	600,000.00	3.247300
1,065	Dain Rauscher Investment Services	HP	4,743	03-27-09	03-22-2022	1,017,349.36	5.502400
1,096	Dain Rauscher Investment Services	HP	-32,1	07-27-10	07-27-2022	500,000.00	4.496900
1,110	Dain Rauscher Investment Services	HP	4,247	12-10-10	07-27-2022	602,400.00	4.640900
<hr/>						5,469,749.36	
Total Number Of Investments: 9							
						<hr/>	
Sub-Total Of Investments:						15,228,616.17	
						<hr/>	
4M Municipal Money Mkt Fund						3,811,058.90	
2011 COP Debt Service Reserve						112,966.04	
GMHC Savings Acct USBank						40,447.72	
4M Fund - Hockey Escrow						8,293.96	
Western Asset Govt MM Fund						2,716,616.84	
<hr/>						<hr/>	
GRAND TOTAL OF CASH & INVESTMENTS:						21,917,999.63	
						<hr/>	

TO: MAYOR, CITY COUNCIL AND CITY MANAGER  
FROM: MARK J. MALONEY, PUBLIC WORKS DIRECTOR  
DATE: FEBRUARY 21, 2012  
SUBJ: PUBLIC WORKS MONTHLY REPORT

### **ADMINISTRATIVE ACTIVITIES**

A significant amount of time has been spent in discussions concerning the disposition of the Grass Lake Water Management Organization (GLWMO). Now that both of the JPA cities have sent their dissolution request to the Board, we are assuming that the Organization will wait until after the two upcoming Shoreview appointments to the Board to act on the dissolution request. At that time more will be known regarding the next steps, but it is likely that there will continue to be significant City involvement in the process for the next 6 to 12 months.

Public Works staff has recently been studying ways to develop a better sanitary sewer infrastructure database and asset management/tracking system. While we have sound preventative maintenance philosophies and a relatively small sewage back-up claims history, there is recognition that we need better information concerning the actual condition of the underground sewer pipes. The need relates to our ability to accurately forecast the replacement and rehabilitation of the sewer system, much like the way the City has benefitted from an automated pavement management system over the years. Staff will continue to look at costs and implementation scenarios over the next few months.

One of the utility account locations discussed with the City Council at their February workshop meeting contacted the City this week and we were able to upgrade their water meter. The account had been accumulating \$150/quarter administrative penalties and required us to estimate their water use for the purpose of utility billing since 2009. The reconciliation of their account using the actual readings (at the meter) shows that the water actually used exceeded our estimates by over 100,000 gallons, and will require us to make an additional adjustment to their bill.

### **Environmental Services –**

Environmental code changes pertaining to shade tree management and water quality are moving through the process and are scheduled for consideration by the Planning Commission on Feb 28<sup>th</sup> and will likely be before the City Council in March. The Environmental Quality Committee, Planning Commission, and City Council each gave helpful comments and suggestions for clarifications which have been incorporated into the ordinances amendments.

The 2012 City tree removal proposals were due on Feb 17<sup>th</sup> and staff will be reviewing and evaluating returned proposals and anticipates that a contractor will be selected by the end of February. The proposal included a quote provision for emerald ash borer (EAB) treatment so the City could get a feel for the expense of treating significant boulevard or park trees.

Staff submitted a \$130,000 EAB tree removal and replacement grant from the Department of Natural Resources. The City expects a grant decision will be made by mid-March.

The EQC decided to suspend the existing Green Community Awards program but take some time and re-formulate a broader sustainability award program. Details are to be further discussed at our Feb 27<sup>th</sup> meeting, but tentatively include categories like energy efficiency, water quality, conservation, and other “green” innovations. The Committee is also welcoming a new member with expertise in energy efficiency, energy consumption, and sustainability.

Staff attended trainings related to Designing Surface Water Pollution Prevention Plans, Road salt use, and the certification course for tree inspectors.

## **MAINTENANCE ACTIVITIES**

### **Public Works Winter Maintenance -**

We had one water main break that both street crews and utility crews were involved in the repair. Dan Schreier, Brian Maidl, Ron Westlund, Sean Vesel and John Mattson attended a tree inspector training workshop. Dan Schreier, and Joe Keding attended the annual metro area wastewater collection system operator’s conference.

### **Utilities Maintenance –**

Utility Crews continue with daily inspections and routine maintenance of all the wells, lift stations, towers and the booster station. They have gone through and changed oil in all the well’s pumps and completed other routine preventative maintenance at all the wells. They continue to respond daily to location requests by marking City utilities in proposed excavation areas. They also respond to meter repairs and appointments as needed. Water samples are collected and analyzed according to Minnesota Department of Health (MDH) requirements. Annually crews inspect manholes and flush and rod the sanitary sewer system. Utility crews typically complete about one third of the city each year, but anticipate completing half of the City due to the unseasonably warm winter with very few snow plow events. Utility crews are also exercising and greasing water shut off valves.



**Street Maintenance –**

Street crews completed taking an inventory of all signs throughout the City. They will track condition, maintenance and replacement of each sign throughout the City. After visually inspecting and taking an inventory of all the signs, there is a list of needed repairs or maintenance that they are working on as time permits. Crews have been cleaning and hauling away scrap and waste material from the maintenance center's back yard. They are also out spot patching pot holes as the weather permits. They continue trimming boulevard trees to remove obstructions and allow clear access to the City's snow removal and street sweeping equipment. Crews are cleaning, inspecting and repairing storm pond inlets, outlets, pipes and manholes.

**DOC Crews –**

Crews spend time each day cleaning the Maintenance Facility. They are trimming and removing trees from around ponds and in the parks. Crews have been scraping and sanding and painting trailers and other miscellaneous equipment. They are trimming and picking up trash along Highway 96, and along Lexington Ave.

**PROJECT UPDATES****Tanglewood/Victoria Street Rehabilitation, Project 11-08**

Pavement markings have been completed. Several minor punch list items remain, which will be completed in the spring of 2012.

**Buffalo Lane Reconstruction, Project 11-09**

The project has been completed with several minor punch list items remaining, which will be completed in the spring of 2012. The property Assessment Hearing will be scheduled for September 2012.

**Floral/Demar/County Road F Neighborhood Reconstruction, Project 12-01**

A second resident information meeting was held on February 2<sup>nd</sup>. At the meeting preliminary plans were presented and discussed. Staff has completed the feasibility report and will present it to Council at the February 21<sup>st</sup> meeting.

**Water System Improvements – Pressure Booster Station, Project 12-02**

At the January 17<sup>th</sup> meeting the Council authorized a professional services agreement for the pressure booster station project. The consulting engineer has started the design of the project and is expecting to have the plans completed in early March. City staff has had discussions with the management company for the Weston Woods Townhome Association and they are excited about the project. Over the years they have received many comments from townhome owners about low water pressure.

### **Owasso Street Realignment**

Staff continues to meet with stakeholders for the proposed intersection realignment associated with the Midland Terrace redevelopment project. The plans for the public infrastructure improvements are proceeding, with Ramsey County concurrence on designs, layouts and cost participation. Dialog continues with the CP Rail, with two separate agreements required for property and road crossing impacts. Staff has met with the Mounds View School District officials concerning the County Road E widening and off-street trail construction. Assuming that the Midland Terrace redevelopment project proceeds through the Planning Commission and City Council approval process, the public infrastructure project schedule is targeting a construction contract award in July, with the bulk of the road construction occurring yet in 2012 and completion in 2013.

REGULAR COUNCIL MEETING  
FEBRUARY 21, 2012

t:/monthly/monthlyreport2012

**TO: MAYOR AND COUNCIL MEMBERS**

**FROM: TERRY SCHWERM, CITY MANAGER**

**DATE: FEBRUARY 17, 2012**

**SUBJECT: PARKS AND RECREATION MONTHLY REPORT-FEBRUARY**

### **Department Activity**

The unseasonably warm winter weather has significantly disrupted the outdoor skating season this year. Gary Chapman, the Buildings and Grounds Superintendent, has called this winter the worst skating season in his 30 plus years in park maintenance. Parks maintenance crews have been able to maintain most of the hockey and ice rinks however, the quality of the ice has not been great for most of the season. The rinks will close on Tuesday, February 21st.

In late January and early February, the Tropics Indoor Water Park was closed for nearly 10 days due to some unanticipated maintenance issues in the pool. Our staff worked with our pool filtration and chemical experts to correct the problem, however despite their best efforts we ultimately needed to drain and refill the pool. This process takes about four or five days to fully heat and treat the water. The Community Center and Recreation Program staff worked very hard to notify customers of the pool closing and also established lap swim times at Chippewa Middle School for our members. We were fortunate that there were very few groups and birthday parties scheduled when the pool was closed.

### **Parks and Building Maintenance**

The past month was a very trying month for the parks maintenance crew. They worked very hard attempting to maintain the hockey and ice rinks to the quality level that our residents have come to expect. There were several days when the crew needed to scrape and edge the ice before it was flooded to improve the ice quality. This type of effort sometimes occurs in late February, but we have never needed to perform this procedure in January. Overall, our crews took a great deal of pride in that we were able to maintain ice through most of skating season when many communities had closed rinks for the winter in early to mid January. The crew plowed snow once this past month also. Otherwise we have had several nuisance snowfalls that just involved applying salt to walks and parking lots.

When it was too warm to flood rinks, the crew trimmed trees in the parks. Building lights were repaired at Sitzler and Theisen Parks and parking lot lights were repaired at the Community Center, Bucher and McCullough Parks. There was a problem with the electrical power coming into Wilson Park recently. Xcel Energy had to come out and repair the service into the park. The crew also helped bring

supplies over to the Community Center that was used to fill the pool. The crew continues to pick up trash on a daily basis at the Community Center, the Library and the Parks. The trash receptacles are dumped on an as needed basis. The restrooms at the pavilion are cleaned on a daily basis.

The indoor maintenance crew has worked hard to keep the building on its cleaning schedule, which has been a challenge due to the large number of members and guests that use the building in January. The crew cleaned carpet in the Wave lobby, Park & Recreation lobby and the meeting rooms. We have recently replaced most of the old "egg crate" frames around the lights in the restrooms and elevator. These light frames had never been replaced and had discolored over the years. We already have started working on plans for this year's pool shutdown.

### **Recreation Programs**

We have more than 3000 participants registered for winter programs. Fitness classes account for one-third of all registrations. Our broomball season has struggled this year, with teams having to play on less than ideal ice conditions. However, everyone has made the best of this warm winter and are still skating and playing outdoor sports.

Approximately 250 guests attended our Dive in Movie and watched Kung Fu Panda 2 while swimming and enjoying the many amenities in our water park. The next Dive in Movie will be held on Friday, March 9<sup>th</sup>.

The Kids Corner Preschool open house was held January 26. The open house was well attended and brought many new families in to see the preschool program as well as the Community Center. We currently have 56 preschoolers enrolled for the 2012-13 school year and will continue to take registrations until all classes are full.

The annual Sweetheart Dance was held on Friday, February 10. More than 170 people danced to great music, played games & bingo, made crafts, and nibbled on tasty treats.

AARP tax-aide preparation for seniors is a very popular service that we offer from February 1 through April 11 at the Community Center. The volunteer tax preparers can assist 33 people per day and over 350 people are typically served during tax season. Tax assistance is taken by appointment on Wednesday mornings.

The Taste of Slice, a preview to and fundraiser for the Slice of Shoreview will be held Thursday, February 23 from 4:30 – 8:00 p.m. in the Shoreview Room. This year the Slice of Shoreview is partnering with SESCA to run the event. The committee has been hard at work planning the event and gathering donations. Events will include a bucket raffle, heads and tails, and a wine raffle. Area restaurants that have committed to provide food include: Green Mill, Kozlaks,

Shuishin, Red Ginger Asian Bistro, Marianne's Kitchen, Jimmy's, Red Robin, Baker's Square, Culvers, and Mansetti's. Admission is \$15 in advance and \$20 at the door.

Program staff has completed the first phase of planning for summer programs – preparing program information for the ShoreViews. The Spring/Summer ShoreViews is currently at the printer and should be delivered the last week in February. Program registration will begin March 13. Summer Discovery, our popular full-day summer child care program, begins taking registration on February 22 for returning families and March 1 for new families.

### **Community Center**

The Fitness Center is always a popular destination in January with many members deciding to ramp up their workout schedules. There were 20 fitness orientations and 99 personal training sessions performed during the month of January. The personal training promotion "Buy 3 sessions and get one free" was offered January 2<sup>nd</sup> through January 18<sup>th</sup>. There were 107 of these promotional packages purchased resulting in 428 sessions sold in this two week period.

There was a 21% increase in use of all cardio equipment and a 31% increase in treadmill usage from December to January. A new equipment lease agreement started this month and 3 PreCor treadmills were replaced with new Matrix treadmills. The Matrix treadmills are the most popular pieces of cardio- equipment in the fitness center with guests enjoying the 10 interactive video courses while running or walking on this treadmill.

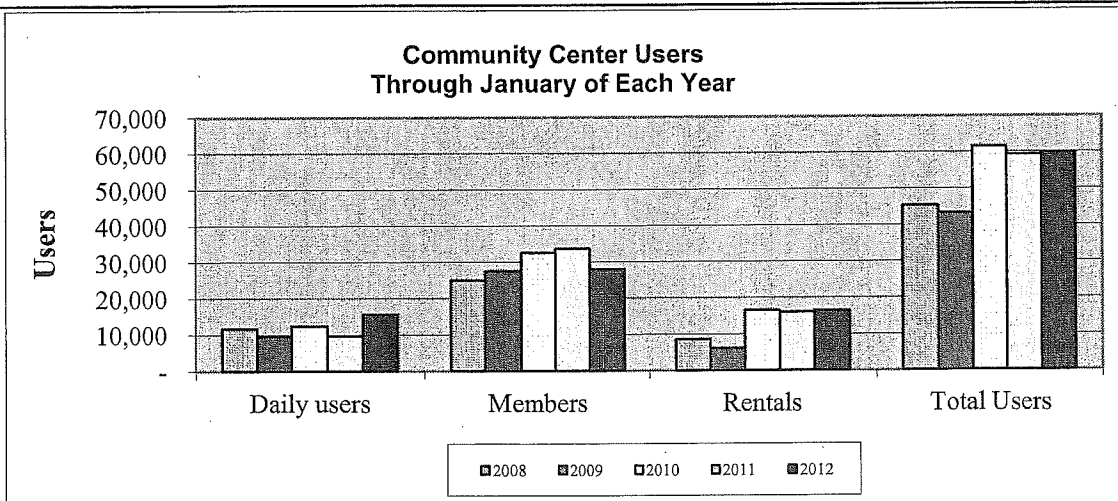
There were nearly 360 memberships sold in January which is similar to last year's numbers. However, there was a decrease in membership revenue because 55 of the memberships were Silver Sneaker memberships, which are provided free to Silver Sneaker participants. The Community Center does receive money every month from the Silver Sneakers program based on the number of visits from Silver Sneakers participants. A total of 920 Silver Sneaker member visits occurred in January, which is a 50% increase in visits compared to December. There also was a significant increase in daily visits this January compared to last year with many of these visitors redeeming coupon books or guest passes. During the past month there were over 400 guest passes redeemed, 830 coupons from coupon books redeemed, and 67 certificates for family passes collected from the Star and Tribune Steal Deals promotion. This explains why there was a 60% increase in daily visitors with only a small increase in daily admission revenue.

Rental Revenue increased 10% in January 2012, compared to January last year. The majority of the increase includes birthday parties, which increased 22% and Sunday rentals. There were 5 banquet room events on Sunday afternoons in January compared to 2 events last January. There were two wedding receptions in the Shoreview Room and three corporate events including MNDOT, Institute of Clinical

Systems, and Autism Awareness Training. A total of 18 pool groups enjoyed the Tropics Waterpark this past month, which is a 25% increase compared to last year. Staff has sent out letters to past pool groups encouraging them to come back and visit the Tropics Waterpark and Tropical Adventure Indoor Playground.

**Community Center Activity Year-to-date  
Through January Each Year**

	2008	2009	2010	2011	2012
<b>Number of Users:</b>					
Daily users	11,689	9,610	12,396	9,573	15,552
Members	25,060	27,501	32,569	33,665	27,907
Rentals	8,568	6,099	16,552	16,013	16,398
Total Users	45,317	43,210	61,517	59,251	59,857
<b>Revenue:</b>					
Admissions	\$ 50,615	\$ 52,646	\$ 62,531	\$ 61,414	\$ 62,349
Memberships-annual	62,488	82,647	94,579	116,578	107,287
Memberships-seasonal	24,112	18,171	17,111	17,556	14,285
Room rentals	13,780	22,190	18,519	22,729	24,441
Wave Café	13,397	15,222	18,052	20,526	20,842
Commissions	-	-	870	-	279
Locker/vending/video	2,634	1,254	1,317	(1,194)	1,016
Merchandise	574	671	730	1,006	1,177
Other miscellaneous	(19)	17	(90)	(80)	53
Transfers in	15,833	25,600	25,834	24,750	25,000
Total Revenue	183,414	218,418	239,453	263,285	256,729
<b>Expenditures:</b>					
Personal services	47,854	90,601	87,881	84,388	84,180
Supplies	547	1,012	13,838	30,153	19,142
Contractual	8,511	657	5,022	21,270	7,619
Total Expenditures	56,912	92,270	106,741	135,811	110,941
Rev less Exp Year-to-date	\$ 126,502	\$ 126,148	\$ 132,712	\$ 127,474	\$ 145,788

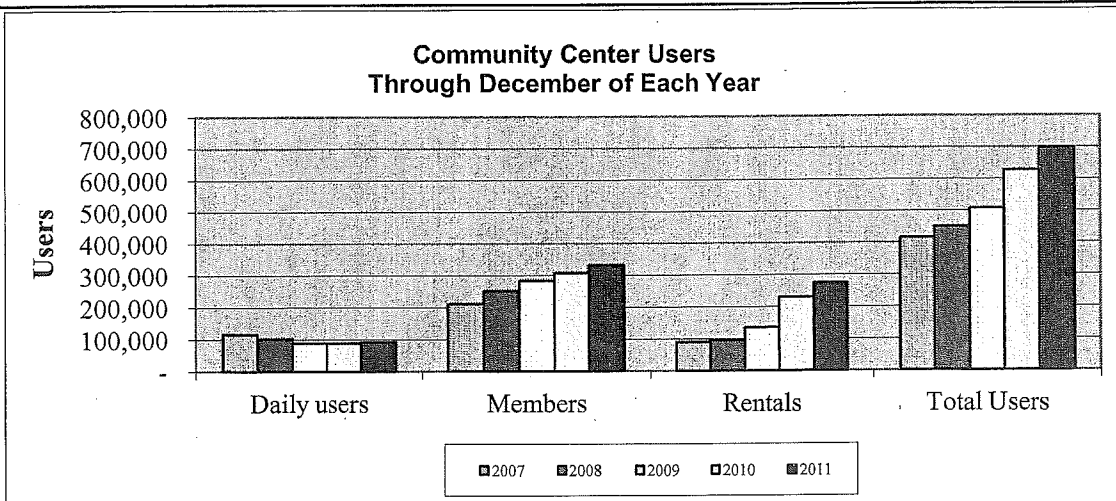


\* Rental users in 2010 and later years include Summer Discovery Prgm

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**Community Center Activity Year-to-date  
Through December Each Year**

	2007	2008	2009	2010	2011
<b>Number of Users:</b>					
Daily users	115,473	102,144	88,319	88,784	91,392
Members	210,964	251,898	284,384	308,404	332,762
Rentals	89,449	95,769	135,248	230,634	274,871
Total Users	415,886	449,811	507,951	627,822	699,025
<b>Revenue:</b>					
Admissions	\$ 471,356	\$ 494,723	\$ 548,432	\$ 522,371	\$ 597,051
Memberships-annual	588,632	649,790	783,741	933,541	1,007,883
Memberships-seasonal	186,880	140,658	115,668	106,953	103,304
Room rentals	199,285	213,668	219,052	220,664	250,299
Wave Café	152,575	149,110	163,086	176,816	195,578
Commissions	14,713	13,474	9,149	10,627	13,925
Locker/vending/video	42,950	33,757	32,458	29,470	28,935
Merchandise	6,450	7,658	9,577	10,656	13,724
Other miscellaneous	2,602	1,729	1,344	1,937	1,343
Building charge	88,851	95,152	89,882	94,415	97,000
Interest	29,888	18,693	8,171	8,017	-
Transfers in	220,000	250,000	310,000	310,000	297,000
- Total Revenue	2,004,182	2,068,412	2,290,560	2,425,467	2,606,042
<b>Expenditures:</b>					
Personal services	1,217,868	1,243,857	1,287,914	1,319,263	1,352,471
Supplies	398,583	429,073	392,039	405,545	448,674
Contractual	470,056	503,357	507,043	544,864	594,789
Total Expenditures	2,086,507	2,176,287	2,186,996	2,269,672	2,395,934
Rev less Exp Year-to-date	\$ (82,325)	\$ (107,875)	\$ 103,564	\$ 155,795	\$ 210,108



\* Rental users in 2010 and later years include Summer Discovery Prgm

t/data/excel/comm cntr/Monthly report 2011



**Community Center Monthly Activity  
For the Year 2010**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Number of Users:</b>													
Daily users	12,396	8,244	10,145	5,086	6,293	7,811	8,478	7,899	2,600	5,189	6,669	7,974	88,784
Members	32,569	30,039	30,018	24,351	22,682	23,343	23,406	24,567	20,281	23,593	26,860	26,695	308,404
Rentals	16,552	14,271	16,027	14,710	16,223	30,877	29,480	32,456	14,120	16,373	13,243	16,302	230,634
<b>Total Users</b>	<b>61,517</b>	<b>52,554</b>	<b>56,190</b>	<b>44,147</b>	<b>45,198</b>	<b>62,031</b>	<b>61,364</b>	<b>64,922</b>	<b>37,001</b>	<b>45,155</b>	<b>46,772</b>	<b>50,971</b>	<b>627,822</b>
<b>Revenue:</b>													
Admissions	\$ 55,503	\$ 47,668	\$ 54,719	\$ 31,183	\$ 35,032	\$ 40,977	\$ 50,122	\$ 38,742	\$ 18,995	\$ 25,431	\$ 33,763	\$ 42,844	474,979
Indoor playground	7,028	6,623	6,012	2,611	2,846	4,446	2,790	3,305	620	2,541	3,920	4,650	47,392
Memberships	111,690	75,142	68,524	57,725	61,958	61,663	64,227	66,374	78,838	75,158	121,981	197,214	1,040,494
Room rentals	18,519	27,898	14,573	19,724	22,695	16,744	18,713	12,615	23,057	16,713	16,852	12,561	220,664
Wave Café	18,052	17,720	18,813	14,915	13,174	15,261	14,708	15,272	9,617	11,457	13,834	13,993	176,816
Commissions	870	1,051	-	658	-	1,375	1,367	763	1,967	1,356	227	993	10,627
Locker/vending/video	1,317	2,387	4,880	4,296	1,239	2,101	2,802	1,361	4	3,262	948	4,873	29,470
Merchandise	730	932	903	1,147	790	1,043	1,400	1,181	312	711	715	792	10,656
Other miscellaneous	(90)	67	25	(790)	1,025	30	414	171	89	80	183	733	1,937
Building charge	-	-	-	-	-	93,000	-	-	-	-	-	1,415	94,415
Interest	-	-	-	-	-	-	-	-	-	-	-	8,017	8,017
Transfers in	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,826	310,000
<b>Total Revenue</b>	<b>239,453</b>	<b>205,322</b>	<b>194,283</b>	<b>157,303</b>	<b>164,593</b>	<b>262,474</b>	<b>182,377</b>	<b>165,618</b>	<b>159,333</b>	<b>162,543</b>	<b>218,257</b>	<b>313,911</b>	<b>2,425,467</b>
<b>Expenditures:</b>													
Personal services	87,881	107,137	99,770	97,359	97,921	97,380	157,769	105,178	95,479	100,266	101,590	171,533	1,319,263
Supplies	13,838	38,074	39,579	27,156	36,732	32,132	30,501	29,798	35,361	28,190	24,843	69,341	405,545
Contractual	5,022	26,404	63,856	28,989	51,368	39,593	36,322	58,235	48,831	60,881	30,144	95,219	544,864
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>106,741</b>	<b>171,615</b>	<b>203,205</b>	<b>153,504</b>	<b>186,021</b>	<b>169,105</b>	<b>224,592</b>	<b>193,211</b>	<b>179,671</b>	<b>189,337</b>	<b>156,577</b>	<b>336,093</b>	<b>2,269,672</b>
<b>Revenue less Exp (monthly)</b>	<b>\$ 132,712</b>	<b>\$ 33,707</b>	<b>\$ (8,922)</b>	<b>\$ 3,799</b>	<b>\$ (21,428)</b>	<b>\$ 93,369</b>	<b>\$ (42,215)</b>	<b>\$ (27,593)</b>	<b>\$ (20,338)</b>	<b>\$ (26,794)</b>	<b>\$ 61,680</b>	<b>\$ (22,182)</b>	<b>\$ 155,795</b>
<b>Revenue less Exp (ytd)</b>	<b>\$ 132,712</b>	<b>\$ 166,419</b>	<b>\$ 157,497</b>	<b>\$ 161,296</b>	<b>\$ 139,868</b>	<b>\$ 233,237</b>	<b>\$ 191,022</b>	<b>\$ 163,429</b>	<b>\$ 143,091</b>	<b>\$ 116,297</b>	<b>\$ 177,977</b>	<b>\$ 155,795</b>	

**Community Center Monthly Activity  
For the Year 2011**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Number of Users:</b>													
Daily users	9,573	8,554	12,733	7,331	6,918	8,510	9,591	7,473	2,375	2,799	6,874	8,661	91,392
Members	33,665	30,575	34,019	29,225	25,468	24,211	24,352	23,544	23,660	26,968	27,680	29,395	332,762
Rentals	16,013	14,571	17,692	15,947	17,757	40,042	34,573	51,667	16,013	18,620	16,031	15,945	274,871
<b>Total Users</b>	<b>59,251</b>	<b>53,700</b>	<b>64,444</b>	<b>52,503</b>	<b>50,143</b>	<b>72,763</b>	<b>68,516</b>	<b>82,684</b>	<b>42,048</b>	<b>48,387</b>	<b>50,585</b>	<b>54,001</b>	<b>699,025</b>
<b>Revenue:</b>													
Admissions	\$ 54,768	\$ 50,219	\$ 82,024	\$ 37,760	\$ 32,531	\$ 48,104	\$ 57,434	\$ 41,854	\$ 19,315	\$ 26,708	\$ 35,198	\$ 58,481	\$ 544,396
Indoor playground	6,646	4,955	8,340	4,691	3,281	4,545	3,033	2,183	2,178	2,986	4,786	5,031	52,655
Memberships	134,134	82,408	85,134	64,611	61,088	69,882	64,747	69,299	77,050	85,320	115,092	202,422	1,111,187
Room rentals	22,729	19,569	29,892	16,023	24,736	20,859	19,322	18,740	22,956	21,955	10,411	23,107	250,299
Wave Café	20,526	18,871	25,987	17,064	15,650	15,441	16,165	14,920	10,577	13,462	12,687	14,228	195,578
Commissions	-	143	850	-	1,366	698	2,561	1,153	3,393	1,817	1,944	-	13,925
Locker/vending/video	(1,194)	3,591	2,745	3,128	2,566	3,560	3,243	883	1,842	2,649	1,596	4,326	28,935
Merchandise	1,006	1,018	1,492	1,340	948	1,826	1,546	1,204	1,014	819	879	632	13,724
Other miscellaneous	(80)	75	27	32	757	39	83	50	5	143	65	147	1,343
Building charge	-	-	-	-	-	97,000	-	-	-	-	-	-	97,000
Interest	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	297,000
<b>Total Revenue</b>	<b>263,285</b>	<b>205,599</b>	<b>261,241</b>	<b>169,399</b>	<b>167,673</b>	<b>286,704</b>	<b>192,884</b>	<b>175,036</b>	<b>163,080</b>	<b>180,609</b>	<b>207,408</b>	<b>333,124</b>	<b>2,606,042</b>
<b>Expenditures:</b>													
Personal services	84,388	104,891	105,118	99,020	100,804	107,049	156,509	108,982	96,532	99,084	104,360	185,734	1,352,471
Supplies	30,153	36,056	44,170	42,162	34,276	33,351	29,123	27,161	39,147	44,125	36,298	52,652	448,674
Contractual	21,270	31,672	36,485	42,242	48,682	54,629	63,436	44,224	56,475	65,557	40,038	90,079	594,789
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>135,811</b>	<b>172,619</b>	<b>185,773</b>	<b>183,424</b>	<b>183,762</b>	<b>195,029</b>	<b>249,068</b>	<b>180,367</b>	<b>192,154</b>	<b>208,766</b>	<b>180,696</b>	<b>328,465</b>	<b>2,395,934</b>
<b>Revenue less Exp (monthly)</b>	<b>\$ 127,474</b>	<b>\$ 32,980</b>	<b>\$ 75,468</b>	<b>\$ (14,025)</b>	<b>\$ (16,089)</b>	<b>\$ 91,675</b>	<b>\$ (56,184)</b>	<b>\$ (5,331)</b>	<b>\$ (29,074)</b>	<b>\$ (28,157)</b>	<b>\$ 26,712</b>	<b>\$ 4,659</b>	<b>\$ 210,108</b>
<b>Revenue less Exp (ytd)</b>	<b>\$ 127,474</b>	<b>\$ 160,454</b>	<b>\$ 235,922</b>	<b>\$ 221,897</b>	<b>\$ 205,808</b>	<b>\$ 297,483</b>	<b>\$ 241,299</b>	<b>\$ 235,968</b>	<b>\$ 206,894</b>	<b>\$ 178,737</b>	<b>\$ 205,449</b>	<b>\$ 210,108</b>	

[illegible][illegible]

## MOTION SHEET

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

To approve the following payment of bills as presented by the finance department.

Date	Description	Amount
2/6/2012	Accounts payable	\$ 7,081.39
2/9/2012	Accounts payable	\$ 313,961.21
2/13/2012	Accounts payable	\$ 39,190.39
2/16/2012	Accounts payable	\$ 106,960.52
2/21/2012	Accounts payable	\$ 208,998.58
<b>Sub-total Accounts Payable</b>		<b>\$ 676,192.09</b>
2/10/2012	Payroll 123780 to 123827 955575 to 955768	\$155,265.36
<b>Sub-total Payroll</b>		<b>\$ 155,265.36</b>
<b>TOTAL</b>		<b>\$ 831,457.45</b>

ROLL CALL:	AYES	NAYS
Huffman		
Quigley		
Wickstrom		
Withhart		
Martin		

2/21/2012

## COUNCIL REPORT

[illegible]

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
MENARDS	SHOP LIGHT FOR OVER BENCH	701	46500	2183				-\$74.80	-\$74.80
ACE SOLID WASTE	MAINT CENTER SOLID WASTE PICKUP	701	46500	3640				\$225.40	
ADVANCED GRAPHIC SYSTEMS INC.	TONER HP2300	101	40550	2010				\$83.36	\$83.36
ALLIED WASTE SERVICES #899	JAN ALLIED WASTE SERVICES	210	42750	3190				\$46.37	\$46.37
AMERICAN PAYROLL ASSOCIATION	2011 CPP RECERTIFICATION: KUSCHEL	101	40500	4330				\$75.00	\$75.00
BABER, BETH	PASS REFUND	220	22040					\$40.00	\$40.00
BAKER, DUANE OR ANGELA	REFUND DUPLICATE PAYMENT-390 OWASSO BLVD	601	36190					\$155.50	\$155.50
BURKETT, ASHLEE	FACILITY REFUND	220	22040					\$96.42	\$96.42
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590				\$576.80	\$576.80
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590				\$810.57	\$810.57
COMCAST	CABLE FOR COMMUNITY CENTER	220	43800	3190				\$439.26	\$439.26
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 02-10-12	101	21720					\$8,849.43	\$8,849.43
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS: 02-10-12	101	20420					\$103.25	\$103.25
COMMUNITY REINVESTMENT FUND	GMHC ADMIN FEES/JAN STMT/10 @ \$6	307	44100	4890				\$60.00	\$60.00
CUB FOODS	PRESCHOOL SUPPLIES	225	43555	2170				\$44.76	\$44.76
DISCOUNT SCHOOL SUPPLY	KIDS CARE/PRESCHOOL SUPPLIES	225	43560	2170				\$442.40	\$838.25
		225	43555	2170				\$395.85	
GAO, WANGCAI	PASS REFUND	220	22040					\$80.00	\$80.00
GENESIS EMPLOYEE BENEFITS, INC	VEBA CONTRIBUTIONS: 02-10-12	101	20418					\$5,610.00	\$5,610.00
GOVERNMENT FINANCE OFFICERS AS	2012 GASB SUBSCRIPTION PLUS	101	40500	4330				\$530.00	\$530.00
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590				\$15.32	\$15.32
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590				\$15.32	\$15.32
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590				\$16.20	\$16.20
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590				\$15.33	\$15.33
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590				\$15.36	\$15.36
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590				\$15.36	\$15.36
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591				\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591				\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591				\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591				\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591				\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591				\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591				\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591				\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591				\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591				\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591				\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591				\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591				\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591				\$19.99	\$19.99
HORIZON COMMERCIAL POOL SUPPLY	DEPOSIT ON ADA LIFT	220	43800	2200				\$2,485.00	\$2,485.00
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE:02-10-12	101	21750					\$5,554.26	\$5,554.26
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS: 02-10-12	101	20430					\$473.00	\$473.00
IDENTITY STORES, LLC	KIDS CARE/YOUTH PROGRAM UNIFORMS	225	43560	2170				\$500.00	
		225	43580	2170				\$387.50	\$1,298.00
		225	43535	2170				\$410.50	

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
		101	40300	1510			\$54.68	
		101	40400	1510			\$117.99	
		101	40500	1510			\$676.42	
		101	40550	1510			\$253.47	
		101	40800	1510			\$117.00	
		101	41500	1510			\$4.44	
		101	42050	1510			\$725.43	
		101	42200	1510			\$5,490.67	
		101	43400	1510			\$1,421.55	
		101	43450	1510			\$314.07	
		101	43710	1510			\$4,292.99	
		101	43900	1510			\$65.03	
		101	44100	1510			\$552.51	
		101	44300	1510			\$115.53	
		210	42750	1510			\$28.57	
		220	43800	1510			\$3,257.43	
		225	43400	1510			\$1,280.16	
		225	43510	1510			\$108.63	
		225	43520	1510			\$895.89	
		225	43530	1510			\$1,328.44	
		225	43535	1510			\$922.00	
		225	43555	1510			\$483.05	
		225	43560	1510			\$482.80	
		225	43580	1510			\$148.54	
		225	43590	1510			\$430.34	
		230	40900	1510			\$48.77	
		240	44400	1510			\$34.73	
		241	44500	1510			\$36.95	
		601	45050	1510			\$4,151.85	
		602	45550	1510			\$3,380.35	
		603	45850	1510			\$2,596.78	
		603	45900	1510			\$31.28	
		604	42600	1510			\$58.13	
		701	46500	1510			\$1,377.46	
LINN, TAYLOR	VOLLEYBALL REF JAN 31 & FEB 6	225	43510	3190			\$75.00	
LOFFLER COMPANIES, INC.	LEASES: CITY HALL COPIERS	101	40200	3930			\$251.29	\$3,673.20
		101	22207				\$3,421.91	
LUTHERAN CHURCH, ATONEMENT	FACILITY REFUND	220	22040				\$45.00	\$45.00
MADISON NATIONAL LIFE	LONG TERM DISABILITY INSUR:JANUARY 2012	101	20412				\$1,700.12	
MATHESON TRI-GAS INC	CO2 FOR WHIRL POOL	220	43800	2160			\$83.48	\$83.48
MATHISON, MARJORIE	PASS REFUND	220	22040				\$40.00	\$40.00
MCCAREN DESIGNS INC	MARCH HORTICULTURE SERVICES FOR POOL	220	43800	3190			\$1,278.23	\$1,278.23
MELVIN, TESSIA	REIMBURSEMENT/PRIZES HRC POSTER CONTEST	101	40100	4890			\$434.84	\$434.84
MENARDS CASHWAY LUMBER *MAPLEW	SHOP LIGHT FOR OVER BENCH	701	46500	2183			\$74.80	\$74.80
METROPOLITAN COUNCIL ENVIRONME	SEWER SERVICE-FEBRUARY 2012	602	45550	3670			\$141,589.12	\$141,589.12
MEYER, LUCY	PASS REFUND	220	22040				\$480.00	\$480.00
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE: 02-10-12	101	20435				\$209.00	\$209.00
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB: 02-10-12	101	20420				\$27.00	
MINNESOTA POLLUTION CONTROL AG	EXAMINATION FEE/K CHMIELEWSKI	602	45550	4500			\$55.00	\$55.00
NATIONAL GYM SUPPLY, INC	FITNESS EQUIPMENT REPAIR PARTS CC	220	43800	2240			\$284.70	\$284.70
NEOPOST USA INC.	POSTAGE MACHINE SUPPLIES/INK	101	40200	3220			\$154.25	\$154.25

## COUNCIL REPORT

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## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ALLIED WASTE SERVICES #899	JAN ALLIED WASTE SERVICES	210	42750	3190			\$28,501.42	\$28,501.42
DYNAMEX DELIVERS NOW/ROADRUNNE	DELIVERY TO EAGAN POST OFFICE - 1-31-12	601	45050	3220			\$17.57	\$35.14
		602	45550	3220			\$17.57	
ENGINEERING UNLIMITED IN	PADLOCKS FOR STREET LIGHT PEDESTALS	604	42600	2180			\$380.69	
GENESIS EMPLOYEE BENEFITS, INC	ADMINISTRATION FEE: JANUARY 2012	101	20416				\$481.00	\$481.00
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 02-10-12	101	20431				\$1,203.61	\$1,203.61
GOPHER	DODGEBALLS (WINTER & SPRING)	225	43510	2170			\$337.05	\$337.05
GRAINGER, INC.	ELECTRICAL SAFETY CAPS FOR CC	220	43800	2180			\$5.62	\$5.62
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.36	\$15.36
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.36	\$15.36
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$16.24	\$16.24
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$16.21	\$16.21
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.33	\$15.33
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.32	\$15.32
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.32	\$15.32
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
HAAS, DANIEL	REIMBURSEMENT: STAFF TRAINING	220	43800	4500			\$41.24	\$41.24
LINE DRIVE SPORTS, CORP.	BASEBALL CAMP	225	43510	3190			\$1,782.00	\$1,782.00
MBPTA-KATIE SCHLUNDT	MEMBERSHIP DUES	101	44300	4330			\$100.00	\$100.00
MINNESOTA DEPT LABOR AND INDUS	BUILDING SURCHARGE REPORT: JANUARY 2012	101	20802				\$1,722.71	\$1,688.26
		101	34060				-\$34.45	
MOUNDS VIEW PUBLIC SCHOOLS	GYM & BUILDING SUP FEE - BASEBALL CAMP	225	43510	3190			\$465.00	\$465.00
NORTHSTAR INSPECTION SERVICE	INSPECTION SERVICES FOR JAN 2012	101	44300	3190			\$260.00	\$260.00
SAM'S CLUB DIRECT	WAVE CAFE ITEMS FOR RESALE/SUPPLIES	220	43800	2591			\$73.20	\$499.22
		220	43800	2180			\$22.50	
		220	43800	2590			\$403.52	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE/SUPPLIES	220	43800	2590			\$279.28	
		101	40800	2180			\$367.88	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	101	40800	2180			\$123.33	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590			\$1,934.30	\$1,934.30
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590			\$481.23	\$481.23
WILS - WOMEN IN LEISURE SERVIC	WILS REGISTRATION	225	43400	4500			\$75.00	\$75.00

Total of all invoices: \$39,190.39

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## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ADOBE STORE NORTH AMERICA	ADOBE CS5.5 SOFTWARE UPGRADE (2)	101	40550	2180			\$1,455.19	\$1,455.19
ALBAN, AUDREY	REFUND LICENSES:C298 C299 WRONG CITY	101	32780				\$20.00	\$20.00
AMAZON.COM	LAPTOP BATTERY	101	40550	2010			\$28.98	\$28.98
BENDER, ERIC	DODGEBALL REF FEB 8 & 15	225	43510	3190			\$105.00	\$105.00
C & E HARDWARE	BUNGEE CORDS FOR FARMERS MARKET TENT	225	43590	2174			\$6.96	\$6.96
C & E HARDWARE	HOSE CLAMPS FPR IRRIGATION REPAIRS	101	43710	2240			\$20.06	\$20.06
C & E HARDWARE	SPRAY PAINT	101	43710	2240			\$6.42	\$6.42
CABELLAS.COM	SEALINK 12 VOLT PLUG	701	46500	2180			\$45.99	\$45.99
CENTURY COLLEGE	DESKTOP PUBLISHING CLASSES: MELVIN	101	40200	4500			\$375.00	\$375.00
CENTURY COLLEGE	EXCEL TEXTBOOKS: CURLEY	602	45550	4500			\$37.43	\$74.85
		601	45050	4500			\$37.42	
CENTURY COLLEGE	EXCEL INTERMEDIATE CLASS: CURLEY	701	46500	4500			\$46.34	\$139.00
		601	45050	4500			\$46.33	
		602	45550	4500			\$46.33	
CLASSIC COLLISION CENTER	PREMIUM FUEL	701	46500	2120			\$88.01	\$88.01
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590			\$890.53	\$890.53
COMCAST.COM	COMPLEX STAFF INTERNET SERVICE: FEB 2012	230	40900	3190			\$71.44	\$71.44
COMCAST.COM	MODEM 2 INTERNET CHARGES	230	40900	3190			\$126.90	
CONSTANT CONTACT.COM	EMAIL MARKETING SERVICE: JANUARY 2012	459	43800	3190			\$40.00	\$80.00
		225	43400	4330			\$40.00	
DEYOUNG, CARYL	PASS REFUND	220	22040				\$35.00	\$35.00
DONAT, JULIE	PASS REFUND	220	22040				\$13.20	\$13.20
DZUBAY, MALLORY	PASS REFUND	220	22040				\$63.25	\$63.25
FINANCE & COMMERCE.COM	SUBSCRIPTION	240	44400	4330			\$229.00	
FSH COMMUNICATIONS LLC	TELEPHONE SERVICES: PAYPHONE	101	40200	3210			\$64.13	\$64.13
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.32	\$15.32
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.38	\$15.38
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$16.26	\$16.26
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$16.26	\$16.26
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.35	\$15.35
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.35	\$15.35
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.35	\$15.35
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
HAMILTON, DEBORAH	PASS REFUND	220	22040				\$20.00	\$20.00
HANSON, JAMES	BROOMBALL REF FEB 6 & 13	225	43510	3190			\$210.00	\$210.00
HEALTH PARTNERS	HEALTH INSURANCE: MARCH 2012	101	20410				\$37,958.57	\$38,118.52
		101	20411				\$159.95	
HOFFMAN, RAMONA	PASS REFUND	220	22040				\$160.00	\$160.00
JIMMY JOHNS	SRA MEETING LUNCHES	101	42050	2180			\$287.05	\$287.05
KAMALAPURI, AMANDA	PASS REFUND	220	22040				\$130.79	\$130.79
KOUTSOSTAMATIS, SERAFINA	PASS REFUND	220	22040				\$281.43	\$281.43
MANSETTI'S PIZZA.COM	HRC MEETING SUPPLIES	101	40100	4890			\$73.95	\$73.95
MCKUSICK, JON	BROOMBALL ASSIGNOR (24 GAMES X \$3/GAME)	225	43510	3190			\$72.00	\$72.00
MINNESOTA CLE	EMPLOYMENT LAW CONFERENCE: ELLIOTT	101	40210	4500			\$625.00	\$625.00
MINNESOTA DEPARTMENT OF REV -	ON ROAD DIESEL FUEL TAX: JANUARY 2012	701	46500	2120			\$456.12	\$456.12
MINNESOTA DEPARTMENT OF REVENU	SALES USE TAX: DUPLICATE NOVEMBER PYMT	405	43800	2180			-\$1,195.84	-\$1,195.84
MINNESOTA DEPARTMENT OF REVENU	SALES USE TAX: JANUARY 2012	220	21810				\$19,985.00	\$22,794.84
		220	21810				-\$9,016.00	

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
		701	46500	2120			\$51.00	
		601	21810				\$1,708.00	
		101	40500	2010			\$82.50	
		101	40550	2010			\$3.80	
		101	40550	2180			\$13.75	
		101	42200	2180			\$8.05	
		101	43400	2010			\$3.50	
		101	43400	4500			\$11.98	
		220	43800	2180			\$24.00	
		220	43800	2200			\$34.15	
		220	43800	2240			\$40.67	
		225	43530	2170			\$4.11	
		225	43555	2170			\$4.60	
		225	43580	2172			\$2.75	
		601	45050	2400			\$6.76	
		602	45550	2400			\$21.21	
		701	46500	2220			\$7.01	
		220	21810				\$9,798.00	
MMF POS.COM	REPLACEMENT KEYS CASH DRAWER	101	40550	2010			\$35.79	\$35.79
NEOFUNDS BY NEOPOST	POSTAGE FOR POSTAGE MACHINE	101	40200	3220			\$4,000.00	\$4,000.00
NORTHERN TOOL AND EQUIPMENT CO	WELDING SUPPLIES	701	46500	2180			\$45.95	
O'NEIL, RICHARD	PASS REFUND	220	22040				\$40.00	\$40.00
OLARK.COM	SOFTWARE TRIAL. TO BE REFUNDED IN MARCH.	101	40550	2180			\$1,392.00	\$1,392.00
ON SITE SANITATION INC	BUCHER PARK UNIT	101	43710	3950			\$56.65	\$56.65
ON SITE SANITATION INC	MCCULLOUGH PARK UNIT	101	43710	3950			\$56.65	\$56.65
ON SITE SANITATION INC	SHAMROCK PARK UNIT	101	43710	3950			\$56.65	\$56.65
ON SITE SANITATION INC	SITZER PARK UNIT	101	43710	3950			\$56.65	\$56.65
ON SITE SANITATION INC	THEISEN PARK UNIT	101	43710	3950			\$56.65	\$56.65
ON SITE SANITATION INC	WILSON PARK UNIT	101	43710	3950			\$56.65	\$56.65
PETERSON, CHRIS	PASS REFUND	220	22040				\$460.00	\$460.00
RED ROBIN RESTAURANT	EDA MEETING SUPPLIES	240	44400	2180			\$90.71	\$90.71
RICE CREEK WATERSHED DISTRICT	BLUE THUMB BROCHURES 2012	101	42050	4330			\$21.79	
RICOH AMERICAS CORPORATION	LEASE CITY HALL COPIERS	101	40200	3930			\$2,199.88	\$2,199.88
ROLOFF, BRENDA	PASS REFUND	220	22040				\$140.30	\$140.30
RUFFNER, LAURA	PASS REFUND	220	22040				\$40.00	\$40.00
SIGNCAD SYSTEMS, INC.	SIGN CAD ANNUAL MAINTENANCE	101	40550	3860			\$902.50	\$902.50
SLAMGA, MARY	PASS REFUND	220	22040				\$307.11	\$307.11
SPIRAL BINDING COMPANY, INC.	COPIER TABS	101	40500	2010			\$111.16	\$111.16
TARGET.COM	SRA MEETING SUPPLIES	101	42050	2180			\$36.69	
TECHSMITH.COM	CAMTASIA STUDIO SOFTWARE	101	40550	2180			\$373.75	\$373.75
TOKLE INSPECTIONS INC	INSPECTION SERVICES FEB 2012	101	44300	3090			\$4,968.80	\$4,968.80
UNIVERSITY OF MINNESOTA	REGULATORY ENFORCEMENT PROGRAM/SCHAUM	101	42050	4500			\$160.00	\$160.00
VERISIGNGOV.COM	.GOV DOMAIN RENEWAL	101	40550	4330			\$125.00	\$125.00
WASP BAR CODE TECHNOLOGIES	REPLACEMENT SCANNER BASE/CORD	422	40550	5800			\$207.00	\$207.00
WASP BAR CODE TECHNOLOGIES	SCANNER STAND	101	40550	2010			\$57.95	\$57.95
WASP BAR CODE TECHNOLOGIES	REFUND FOR RETURNED PRODUCT	422	40550	5800			-\$99.00	-\$99.00
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590			\$2,238.14	\$2,238.14
WOOD FROM THE HOOD.COM	AWARD SUPPLIES	101	42050	2010			\$114.55	\$114.55
XCEL ENERGY	ELECTRIC: STREET LIGHTS	604	42600	3610			\$13,407.49	\$13,407.49
XCEL ENERGY	ELECTRIC: 4380 RICE STREET	603	45900	3610			\$34.39	\$34.39
XCEL ENERGY	ELECTRIC: LIFT STATIONS	603	45850	4890			\$73.42	\$73.42

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## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
3M	BLACK SIGN MATERIAL	101	42200	2180			\$546.34	\$546.34
3M	WHITE SIGN MATERIAL	101	42200	2180			\$745.59	\$745.59
3M	WHITE DG SIGN MATERIAL	101	42200	2180			\$439.89	\$439.89
ADVANCED GRAPHIC SYSTEMS, INC	REPAIR HP PRINTER	101	40550	3860			\$130.54	\$130.54
AIR PNEU-TRONIC CO.	PARTS FOR SAND BLASTER	701	46500	2220			\$247.20	\$247.20
ALLEN, DEANNE	MINUTES - 1/24 PC, 1/9 CC	101	40200	3190			\$200.00	\$350.00
		101	44100	3190			\$150.00	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARKS	101	43710	3970			\$59.35	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL CC	220	43800	3970			\$45.68	\$45.68
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTALS - MAINTENANCE CENTER	101	42200	3970			\$42.80	\$171.24
		601	45050	3970			\$42.80	
		602	45550	3970			\$42.80	
		603	45850	3970			\$21.42	
		701	46500	3970			\$21.42	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARKS	101	43710	3970			\$59.35	\$59.35
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL CC	220	43800	3970			\$45.68	\$45.68
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTALS - MAINTENANCE CENTER	101	42200	3970			\$42.80	\$171.24
		601	45050	3970			\$42.80	
		602	45550	3970			\$42.80	
		603	45850	3970			\$21.42	
		701	46500	3970			\$21.42	
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$2,466.16	\$2,466.16
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$3,094.38	\$3,094.38
AMSAN BRISSMAN KENNEDY	REPLACEMENT VACUUM CC	220	43800	2400			\$841.96	\$841.96
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$1,697.34	
BATTERIES PLUS	BATTERIES	701	46500	2180			\$49.25	\$49.25
BEISSWENGERS HARDWARE	SMALL ENGINE PARTS	701	46500	2220			\$6.26	\$6.26
BEISSWENGERS HARDWARE	DRILL BITS AND PAVILION MOUSE TRAPS	101	43710	2240			\$43.12	\$43.12
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240			\$6.09	\$6.09
BOYER TRUCK PARTS INC.	UNIT 203 TOWING & SERVICE REPAIR	701	46500	3190			\$417.63	\$417.63
C & E HARDWARE	SHOP SUPPLIES	701	46500	2180			\$13.45	\$13.45
C & E HARDWARE	PARTS FOR 212,301 & 309	701	46500	2220			\$3.69	\$3.69
C & E HARDWARE	FUSES	701	46500	2180			\$3.74	\$3.74
C & E HARDWARE	SUPPLIES	701	46500	2180			\$5.35	\$5.35
C & E HARDWARE	SUPPLIES	701	46500	2180			\$3.21	\$3.21
C & E HARDWARE	BELTS FOR WELL HOUSES	601	45050	2280			\$41.73	\$41.73
C & E HARDWARE	ACID FOR CLEANING METERS	601	45050	2280			\$11.12	\$11.12
CDW GOVERNMENT, INC	WYSE TCX SOFTWARE MAINTENANCE	101	40550	3860			\$151.93	\$151.93
CENTERLINE TANK & TRAILER MANU	VALVE FOR TANKER 607	701	46500	2220			\$759.97	\$759.97
COMPLETE HEALTH, ENVIRONMENTAL	MTCE PLAN - JANUARY	101	40210	3190			\$610.00	\$610.00
CONTINENTAL RESEARCH CORPORATI	MIGHTY FOAM FOR JETTER	602	45550	2282			\$329.44	\$329.44
DAVIS LOCK & SAFE	REPAIR SUPPLIES CC	220	43800	2240			\$71.46	\$71.46
DIAMOND VOGEL PAINT	PAINT FOR BOOSTER STATION	601	45050	2280			\$297.38	\$297.38
DLT SOLUTIONS INC	AUTODESK INFRASTRUCTURE MAP SUBSCRIPTION	101	40550	3860			\$1,895.32	\$1,895.32
DON SALVERDA & ASSOCIATES	LEADERS HELPING LEADERS - SCHWERM	101	40200	4500			\$600.00	\$600.00
DULTMEIER SALES	ROADWATCH SENSORS FOR 212,301 & 309	701	46500	2220			\$1,835.24	\$1,835.24
EULL'S MANUFACTURING CO INC	MANHOLE RINGS	603	45850	2180			\$780.78	\$780.78
FLEXIBLE PIPE TOOL COMPANY	SAWS FOR RODDER	602	45550	2280			\$318.49	\$318.49
FORCE AMERICA INC	SUPPLIES	701	46500	2180			\$300.77	\$300.77
FRONTIER PRECISION, INC	TERRASYNC SOFTWARE ANNUAL MAINT	101	40550	3860			\$567.51	\$567.51
GARELICK STEEL COMPANY	STEEL FOR TRAILER REPAIR	701	46500	2220			\$826.31	\$826.31

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
GARELICK STEEL COMPANY	STEEL FOR TRAILER REPAIR	701	46500	2220			\$26.72	\$26.72
GOPHER STATE ONE-CALL	GOPHER ONE LOCATE CHARGE	601	45050	3190			\$39.09	\$156.35
		602	45550	3190			\$39.09	
		603	45850	3190			\$39.09	
		604	42600	3190			\$39.08	
GRAINGER, INC.	BASE BOARD HEATERS FOR SIGN SHOP & POND	701	46500	2183			\$345.99	\$345.99
GRAINGER, INC.	ELECTRIC CORD FOR 125 GENERATOR	602	45550	2282			\$72.90	\$72.90
HEWLETT-PACKARD COMPANY	PC REPLACEMENTS	422	40550	5800			\$1,074.46	\$1,074.46
HILLYARD, INC - MINNEAPOLIS	REPAIRS TO CLEANING EQUIPMENT CC	220	43800	3890			\$877.54	\$877.54
HILLYARD, INC - MINNEAPOLIS	REPAIRS TO CLEANING EQUIPMENT CC	220	43800	3890			\$106.18	\$106.18
HILLYARD, INC - MINNEAPOLIS	REPAIRS TO CLEANING EQUIPMENT CC	220	43800	3890			\$40.50	\$40.50
HILLYARD, INC - MINNEAPOLIS	REPAIRS TO CLEANING EQUIPMENT CC	220	43800	3890			\$40.50	\$40.50
HILLYARD, INC - MINNEAPOLIS	REPAIRS TO CLEANING EQUIPMENT CC	220	43800	3890			\$40.50	\$40.50
HILLYARD, INC - MINNEAPOLIS	REPAIRS TO CLEANING EQUIPMENT CC	220	43800	3890			\$40.50	\$40.50
HILLYARD, INC - MINNEAPOLIS	CLEANING SUPPLIES PARKS	101	43710	2110			\$466.03	\$466.03
INSTRUMENTAL RESEARCH INC	MONTHLY SAMPLES	601	45050	3190			\$262.50	\$262.50
LESCO INC	ICEMELT SPREADER	220	43800	2400			\$416.72	\$416.72
LILLIE SUBURBAN NEWSPAPERS INC	LEGAL NOTICES	101	40200	3360			\$84.00	\$84.00
MENARDS CASHWAY LUMBER **FRIDL	MAIL BOX REPAIR SUPPLIES	101	42200	2180			\$117.27	\$117.27
MENARDS CASHWAY LUMBER **FRIDL	MISC SUPPLIES	101	42200	2180			\$54.41	\$54.41
MENARDS CASHWAY LUMBER **FRIDL	WOOD FOR MAGAZINE RACK, TOOLS & SUPPLIES	701	46500	2183			\$309.39	\$436.57
		701	46500	2400	003		\$127.18	
MENARDS CASHWAY LUMBER **FRIDL	SUPPLIES	701	46500	2183			\$124.56	
METROCOUNT (USA) INC.	TRAFFIC COUNTER	101	42200	2180			\$1,251.00	\$1,251.00
MIDWEST LOCK & SAFE INC	REPAIRS TO LOCK CC	220	43800	3810			\$153.95	\$153.95
MINNESOTA DEPT. OF PUBLIC SAFE	HAZARDOUS CHEMICAL REPORT FEE	220	43800	4890			\$100.00	\$100.00
MOORE MEDICAL, LLC	BANDAGES FOR FIRST AID BOX CC	220	43800	2240			\$28.71	\$28.71
NAPA AUTO PARTS	SUPPLIES FOR PLOW & TRAILER PAINTING	701	46500	2220			\$35.01	\$35.01
NAPA AUTO PARTS	SIGN SUPPLIES	101	42200	2180			\$12.84	\$12.84
NARDINI FIRE EQUIPMENT CO., IN	FIRE EXTINGUISHER FOR BUCHER PARK	101	43710	2240			\$58.92	\$58.92
OFFICE DEPOT	GENERAL OFFICE SUPPLIES/LUNCHROOM SUPPLY	225	43590	2174			\$15.97	\$340.74
		101	40200	2010			\$5.13	
		101	40800	2180			\$98.67	
		101	43400	2010			\$220.97	
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	43400	2010			\$18.25	
OFFICE DEPOT	GENERAL OFFICE SUPPLIES: LABELS	101	40200	2010			\$25.97	\$25.97
OFFICE DEPOT	SIGNATURE ON FILE STAMPS	101	43400	2010			\$35.12	\$35.12
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40200	2010			\$54.08	\$160.94
		101	42200	2180			\$106.86	
OPTUMHEALTH FINANCIAL SERVICES	JAN, COBRA, ENROLLEES, RETIRES, GEN NOTICE	101	40210	3190			\$75.30	\$75.30
ORKIN EXTERMINATING CO., INC.	PEST CONTROL LARSON HOUSE	101	40800	3190			\$172.00	
PARTS ASSOCIATES, INC.	SHOP SUPPLIES	701	46500	2180			\$400.78	\$400.78
PARTS ASSOCIATES, INC.	PAINT FOR TRAILERS & PLOWS	701	46500	2180			\$209.64	\$209.64
PEERLESS WIPING CLOTH COMPANY	SHOP RAGS	701	46500	2180			\$106.25	\$106.25
PLUMBMASTER, INC	REPAIR SUPPLIES CC	220	43800	2240			\$799.76	\$799.76
POWERPLAN	SERVICE REPAIR OF CHIPPER	701	46500	2220			\$1,523.86	\$2,144.26
		701	46500	3190			\$620.40	
PRO-TEC DESIGN	REPLACE TWO VIDEO CAMERAS	422	40550	5800			\$2,141.25	\$2,141.25
QUALITY FLOW SYSTEMS INC	RENTAL FOR PUMP	602	45550	3190			\$427.50	\$427.50
RAMSEY COUNTY	JANUARY FLEET SUPPORT FEE	101	41500	3890			\$24.96	\$24.96
RAMSEY COUNTY	LAW ENFORCEMENT - FEBRUARY 2012	101	41100	3190			\$153,395.28	\$153,395.28

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
RAMSEY COUNTY PROPERTY RECORDS	EMERGENCY COMMUNICATION RADIO USER FEE	701	46500	4330			\$134.16	\$134.16
REINDERS, INC.	ICEMELT FOR SIDEWALKS	101	43710	2260			\$607.58	\$607.58
SCHOLASTIC MAGAZINES	PRESCHOOL PROGRAM SUPPLIES	225	43555	2170			\$154.56	\$154.56
SIGNATURE AQUATICS, INC	POOL REPAIRS CC	220	43800	3810			\$1,012.50	
SIMPLEXGRINNELL LP	FIRE SPRINKLER REPAIRS CC	220	43800	3810			\$248.00	
ST. PAUL STAMP WORKS, INCORPOR	NAMETAGS FOR NEW EDA AND PC MEMBERS	101	40200	2180			\$73.79	\$73.79
STAR TRIBUNE	SUBSCRIPTION - 2/20 - 5/21/12	101	40200	4890			\$32.50	\$32.50
SYN-TECH SYSTEMS, INC	AIM UNITS FOR TRUCKS	701	46500	2220			\$1,163.00	\$1,163.00
TRANSPORTATION SUPPLIES INC	TOOLS	701	46500	2400			\$52.99	\$52.99
TRANSPORTATION SUPPLIES INC	TOOLS	701	46500	2400			\$67.74	\$67.74
TRANSPORTATION SUPPLIES INC	TOOLS	701	46500	2400			\$27.42	\$27.42
UNIVERSITY OF MINNESOTA	MN SHADE TREE COURSE:4 EMPLOYEES	603	45850	4500			\$175.00	\$700.00
		101	42050	4500			\$350.00	
		101	42050	4500			\$175.00	
VIKING INDUSTRIAL CENTER	EAR PLUGS	101	43710	2240			\$34.13	
VOICE + DATA NETWORKS	REPAIR FOUR PHONES	101	40550	3860			\$540.21	\$540.21
WHITE BEAR LAKE, CITY OF	RAMSEY COUNTY GIS USER GROUP	101	40550	4330			\$2,522.74	\$2,522.74
WSB & ASSOCIATES, INC.	WELLHEAD PLAN PART 2 - CONSULTING FEES	601	45050	4890			\$3,899.00	\$3,899.00
WURST, ANDREW	REIMBURSE DREW FOR YOGA BATTERY CANDLES	225	43530	2170			\$15.66	\$15.66
YOCUM OIL COMPANY INC.	UNLEADED FUEL FOR MAINT CENTER EQUIP.	701	46500	2120			\$2,998.00	\$2,998.00
YOCUM OIL COMPANY INC.	DEISEL FUEL FOR MAINT CENTER EQUIP ON RD	701	46500	2120			\$4,857.04	\$4,857.04
YOCUM OIL COMPANY INC.	DEISEL FUEL FOR MAINT CENTER EQUIP OFF R	701	46500	2120			\$1,618.80	\$1,618.80
ZEP MANUFACTURING COMPANY	CARB AND WINDOW CLEANER	701	46500	2130			\$274.95	\$274.95

Total of all invoices: \$208,998.58

=====



# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	26,007
Vendor number	00373 3 2012
Vendor name	LEAGUE OF MN CITIES INS TRUST
Address	C/O BERKLEY RISK ADMINISTRATORS LLC PO BOX 581517 MINNEAPOLIS MN 55458-1517

Date	Comment line on check	Invoice number	Amount
01-30-12	2011/12 WORKERS COMP 2ND INSTALLMENT	22006	<del>\$2,086.13</del> 36,150.50

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

Return to:

Account Coding	Amount
101 40100 1510	\$25.12
101 40200 1510	\$557.19
101 40210 1510	\$284.26
101 40300 1510	\$54.68
101 40400 1510	\$117.99
101 40500 1510	\$676.42
101 40550 1510	\$253.47
101 40800 1510	\$117.00

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
<p>Reviewed by: <u>Fred Espe</u> (signature required) Fred Espe</p> <p>Approved by: <u>Terry Schwerm</u> (signature required) Terry Schwerm</p>	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	



# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	26,009
Vendor number	00416 1 2012
Vendor name	METROPOLITAN COUNCIL ENVIRONMENTAL
Address	SERVICES SDS 12-1064 P.O. BOX 86 MINNEAPOLIS MN 55486-1064

Date	Comment line on check	Invoice number	Amount
02-02-12	SEWER SERVICE-FEBRUARY 2012	981295	\$141,589.12

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

Return to:

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Account Coding	Amount
602 45550 3670	\$141,589.12

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: <u>Debbie Engblom 2-7-12</u> (signature required) Debbie Engblom	
Approved by: <u>Terry Schwerm</u> (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	25,991
Vendor number	01901 1 2012
Vendor name	ALLIED WASTE SERVICES #899
Address	PO BOX 9001154 LOUISVILLE, KY 40290-1154

Date	Comment line on check	Invoice number	Amount
01-25-12	JAN ALLIED WASTE SERVICES	0899-001982910	\$28,501.42

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

Return to:

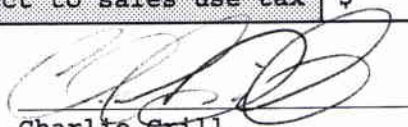

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Account Coding	Amount
210 42750 3190	\$28,501.42

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by:  (signature required) Charlie Grill	
Approved by:  (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	



# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	26,090
Vendor number	01276 1 2012
Vendor name	HEALTH PARTNERS
Address	NW 3600 PO BOX 1450 MPLS MN 55485-3600

Date	Comment line on check	Invoice number	Amount
02-13-12	HEALTH INSURANCE: MARCH 2012	39654865,4866,4867	\$38,118.52

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

Return to:	
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*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing ventura.

[

0.\*

37,958.57+  
1,001.79+  
841.84-  
38,118.52\*+

Account Coding	Amount
101 20410	\$37,958.57
101 20411	\$159.95

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$

Reviewed by: J. Kuschel  
(signature required) Jodee Kuschel

Approved by: Terry Schwerm  
(signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000. If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126

Voucher Number	25,965
Vendor number	01337 2 2012
Vendor name	RAMSEY COUNTY
Address	90 PLATO BLVD W. PO BOX 64097 ST. PAUL MN 55164-0097

Date	Comment line on check	Invoice number	Amount
02-03-12	LAW ENFORCEMENT - FEBRUARY 2012	SHRFL-001113	\$153,395.28

*This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?*

☐ Purchase was made through the state's cooperative purchasing venture.

☐ Purchase was made through another source. The state's cooperative purchasing venture was considered.

☒ Cooperative purchasing venture consideration requirement does not apply.

Account Coding Amount

101 41100 3190	\$153,395.28

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: <u>Terri Hoffard</u> (signature required) Terri Hoffard	
Approved by: <u>Terry Schwerm</u> (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000.  
If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

## **LICENSE APPLICATIONS**

Moved by Councilmember

---

Seconded by Councilmember

---

To approve the License Applications as listed on the attached report dated February 21, 2012.


<b>ROLL CALL:</b>	<b>AYES</b>	<b>NAYS</b>
Huffman	<hr/>	<hr/>
Quigley	<hr/>	<hr/>
Wickstrom	<hr/>	<hr/>
Withhart	<hr/>	<hr/>
Martin	<hr/>	<hr/>

February 21, 2012  
Regular Council Meeting

**CITY OF SHOREVIEW - LICENSE APPLICATIONS**  
**February 21, 2012**

<b><u>LICENSE #</u></b>	<b><u>BUSINESS NAME</u></b>	<b><u>TYPE</u></b>
12-00011	Central MN Tree Service	Tree License

The above licenses are recommended for approval:

  
\_\_\_\_\_  
License/Permit Clerk

## PROPOSED MOTION

MOVED BY COUNCILMEMBER \_\_\_\_\_

SUPPORTED BY COUNCILMEMBER \_\_\_\_\_

To award the 2012 City insurance policies for Property, Mobile Property, Municipal Liability, Automobile, Crime, Open Meeting Law, Employee Dishonesty Bond, Equipment Breakdown, Volunteer Accident and Workers' Compensation coverage to the LMCIT.

To award the 2012 Shoreview EDA insurance policies for Municipal Liability, Automobile, Crime, Open Meeting Law and Employee Dishonesty Bond to the LMCIT.

ROLL CALL:	AYES	NAYS
Huffman	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

REGULAR COUNCIL MEETING  
February 21, 2012

TO: City Manager, Terry Schwerm  
Mayor Martin and City Council

FROM: Fred W. Espe, Assistant Finance Director

DATE: February 13, 2012

SUBJECT: Award of 2012 Insurance Coverage

## INTRODUCTION

Each year, the City Council considers approval of the City's insurance coverage. The policy period runs from December 1 to December 1 of each year. The City's insurance coverage is bound from December 1, 2011 until new policies are delivered to the City in 2012. The City will also be required to approve insurance for the City's EDA. The attached motion approves the City and EDA insurance policies.

## DISCUSSION

A breakdown of premiums for the City and EDA by policy, including a comparison to prior years is as follows:

As outlined in the schedule below the City's overall insurance premiums for the policy period 2012 will decrease by \$975 over the previous policy period.

City of Shoreview					
Coverage	Carrier	Premium		Increase	
		2010/2011	2011/2012	(Decrease)	
Property	LMCIT	\$ 48,134	\$ 45,047	\$ (3,087)	
Mobile Property	LMCIT	6,993	6,602	(391)	
Municipal Liability	LMCIT	61,438	58,749	(2,689)	
Automobile	LMCIT	10,201	9,992	(209)	
Crime - Money & Securities	LMCIT	Included	Included	-	
Open Meeting Law	LMCIT	Included	Included	-	
Employee Dishonesty Bond	LMCIT	1,433	1,277	(156)	
Equipment Breakdown	LMCIT	8,082	8,267	185	
Volunteer Accident	LMCIT	1,813	1,595	(218)	
Workers' Compensation	LMCIT	139,012	144,602	5,590	
Total		<u>\$ 277,106</u>	<u>\$ 276,131</u>	<u>\$ (975)</u>	



As outlined in the schedule below the EDA's overall insurance premiums for the policy period 2012 will not change over the previous policy period.

City of Shoreview EDA				
Coverage	Carrier	Premium		Increase (Decrease)
		2010/2011	2011/2012	
Municipal Liability	LMCIT	765	765	-
Automobile	LMCIT	69	69	-
Crime - Money & Securities	LMCIT	Included	Included	-
Open Meeting Law	LMCIT	Included	Included	-
Employee Dishonesty Bond	LMCIT	303	303	-
Total		\$ 1,137	\$ 1,137	\$ -

An explanation of significant fluctuations is as follows:

Property Casualty/Liability: The City's property casualty/liability premiums decreased by \$6,565. This decrease is primarily due to reductions in the City's insurance rates and changes in exposure. The LMCIT Board of Trustees approved a number of changes to property casualty/liability coverage for the coming year. Many of these changes are relatively minor modifications and have little impact on the City of Shoreview's coverage.

Workers' Compensation: The City's workers' compensation premium increased \$5,590. This was a combination of an increase in the City's experience modification factor from 1.05% to 1.09% as well as rate changes. The experience modification factor increase is a result of increased workers' compensation claims in previous years.

#### **Other Insurance issues:**

City of Shoreview EDA Coverage: Coverage for workers' compensation for the City's EDA is provided for in the City's policies.

Large deductible savings: The City's insurance policies are subject to a \$25,000 deductible for each occurrence, with an annual aggregate limit of \$75,000. Selecting the \$75,000 optional large deductible results in premium savings of \$58,418 over the standard \$1,000 deductible. Based on past claim history staff is recommending the \$25,000/\$75,000 large deductible.

#### **OPTIONAL EXCESS LIABILITY COVERAGE**

The City's tort liability coverage is \$1,500,000 per occurrence and \$500,000 per claimant. This liability limit applies in all claims to which the state statutory tort limits apply. However, should a case be filed in Federal court, such as a discrimination suit, the immunity law does not apply. Excess liability coverage of \$1,000,000 is available. If the City elects to carry the coverage, we would have \$2,500,000 of total coverage.

If the City waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants. This premium for the excess liability coverage is \$21,784 for the City and \$900 for the EDA. The City's insurance agent has indicated that most of the cities that they insure through the LMCIT do not carry this insurance and depend on the immunity law to protect them.

After considering the premium cost compared with the likelihood of the City's need for additional coverage, staff does not recommend waiving statutory tort limits or purchasing excess liability coverage for 2012. The City council has concurred with this recommendation for the past several years and elected not to waive statutory tort limits or purchase this additional coverage.

### **SUMMARY AND RECOMMENDATION**

The City's total insurance package of \$276,131 (Large Deductible Option) is a \$975 decrease over last year. If the City dropped the \$25,000/\$75,000 deductible option, and chose the standard \$1,000 deductible, premiums would increase an additional \$58,418. The EDA's total insurance package is \$1,137, which includes a \$1,000 deductible option.

One advantage of participating in the LMCIT plan for insurance is the potential for an annual dividend. The City and EDA's 2011 property/casualty dividend was \$38,365 and \$50 respectively and, as in the past, was deposited into the Liability Claims fund to cover losses less than the City's \$75,000 annual aggregate deductible.

The attached motion approves existing insurance coverage for the period December 1, 2011 through December 1, 2012. Staff recommends approval of the motion.

**PROPOSED MOTION**

Moved by Council member \_\_\_\_\_

Seconded by Council member \_\_\_\_\_

To receive the 2012 Comprehensive Infrastructure Replacement Plan

ROLL CALL:	AYES	NAYS
Huffman	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

Jeanne A. Haapala  
Finance Director  
February 21, 2012  
Council meeting

TO: Terry Schwerm, City Manager  
Mayor and City Council

FROM: Jeanne A. Haapala, Finance Director

DATE: February 10, 2012

RE: Comprehensive Infrastructure Replacement Plan

## **INTRODUCTION**

The completed 2012 Comprehensive Infrastructure Replacement Plan (CHIRP) is attached. Although the City's Infrastructure Replacement Policy does not require the City Council to adopt the plan, it is presented to the City Council for formal receipt. If the City Council would like an opportunity to discuss this plan in greater detail, staff recommends adding it to a future workshop agenda.

## **BACKGROUND**

In 1992 the City adopted a formal policy governing asset replacement costs. The policy, and the annual plan it requires, is designed to:

- Create a permanent program to address replacement needs
- Address replacement needs well in advance in an effort to protect the condition of the City's assets on behalf of its citizens and business owners
- Estimate the impact of replacement needs on user fees, tax levies and cash balances
- Require consideration of future replacement costs when establishing current tax levies and user fees
- Strategically plan for any new debt
- Avoid special assessing property owners twice for the same improvement
- Maintain healthy financial condition

Meeting each of these objectives becomes more important as assets age. Budgets typically focus more on operating costs, and even the typical capital improvement program (CIP) covers only five years. Budgets and CIPs are certainly important components of financial planning for a City, but they do little to help a community to plan and prepare for trends arising from the age of assets and the resulting replacement needs on a long-term basis.

Decreases in development activity also strengthen the need for long-term planning for infrastructure replacement. It is unlikely that future new development will offset rising replacement costs. It is important to plan for these costs well in advance to avoid the three most common practices used when cities are met with unanticipated replacement costs:

- 1) Assessing property owners a second time for improvements
- 2) Sharp increases in tax levies or user fees to pay for replacement costs
- 3) Routine issuance of debt to finance replacement costs

## **IMPACT ON TAX LEVY**

The objectives of the plan include a desire to:

- Moderate changes in tax levies and user fees
- Manage debt levels
- Predict and carefully plan for future debt issuance
- Maintain quality services
- Provide stable tax levies and user fees
- Limit the use of special assessments to finance replacement costs

Projections indicate that over the next 5 years, changes in the replacement portion of the City's levy will impact the total City levy an average of 1.4 percent per year (including existing and future street bonds as well as maintenance center bonds). After 2014, the impact on the total levy is expected to drop to an average of less than one percent per year.

## **SUMMARY**

The CHIRP is a planning document, and does not authorize any of the projects included in the plan. Approvals for any project or capital expenditure are subject to the same purchasing requirements as outlined in state statutes, and the City's purchasing policy.

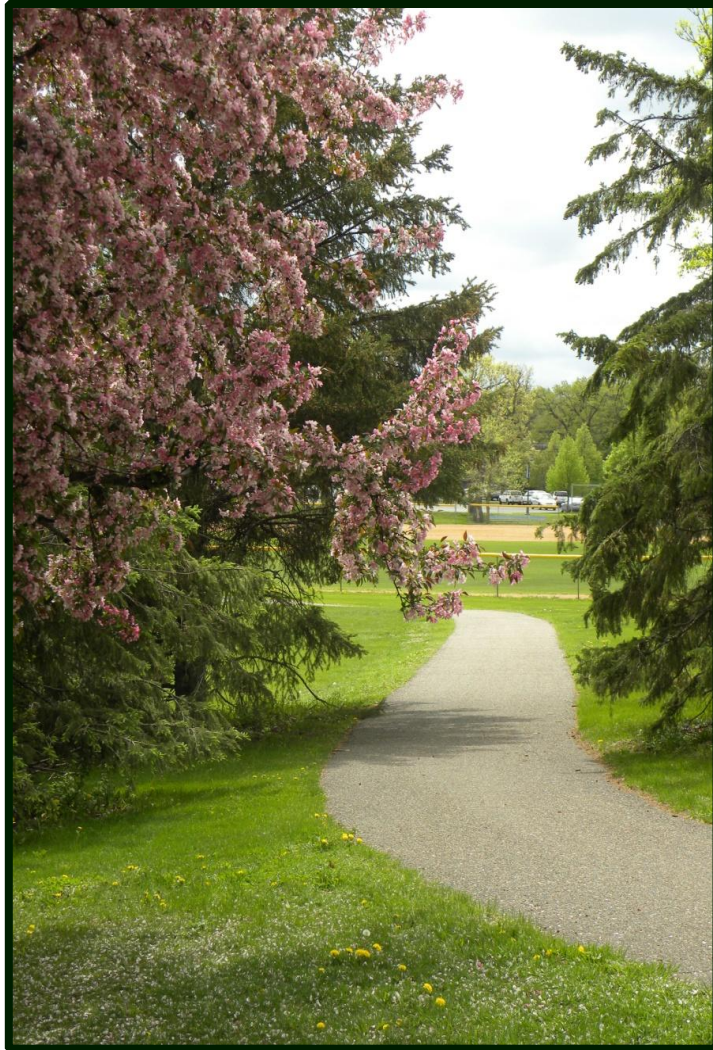
A copy of the City's infrastructure replacement policy, adopted in 1992 and revised in 1996, is provided within the plan, as well as 5-year operating projections for the City's utility funds. Since the document is quite lengthy, a summary of policy requirements is provided on page 11 of the report.

Staff recommends receipt of the Comprehensive Infrastructure Replacement Plan.

City of Shoreview, Minnesota

## *2012 Comprehensive Infrastructure Replacement Plan and Policy*

---



City of Shoreview  
4600 North Victoria Street  
Shoreview, MN 55126  
[www.Shoreviewmn.gov](http://www.Shoreviewmn.gov)

City Council:  
Sandy Martin, Mayor  
Blake Huffman, Councilmember  
Terry Quigley, Councilmember  
Ady Wickstrom, Councilmember  
Ben Withhart, Councilmember

Prepared by Department of Finance  
Jeanne A. Haapala, Finance Director  
(651) 490-4600  
February 21, 2012



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# Overview

## Comprehensive Infrastructure Replacement Plan

### Introduction

Planning and providing financing for capital replacement costs is a difficult challenge that involves evaluating assets and their expected useful lives, determining appropriate repair and replacement strategies (including timing), projecting repair and replacement costs, examining financing options, determining bonding levels, estimating user fees and tax levies, and evaluating the impact on property owners.

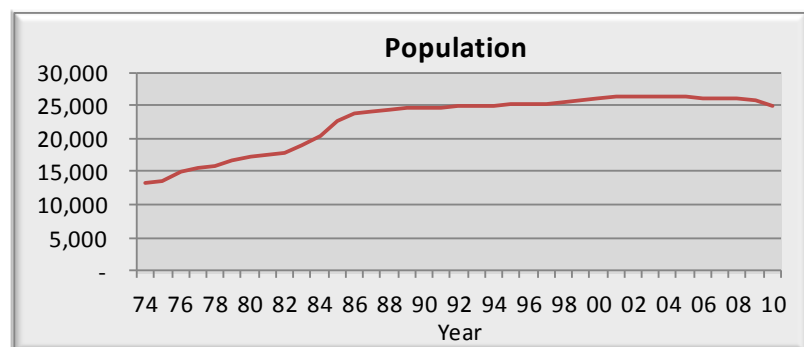
Government entities across the country address this issue in different ways. Some governments plan for capital repair and replacement costs on an annual basis through the budget process; while others plan for replacement needs through a broader capital improvement program (CIP) that typically covers five to six years. Both of these approaches are important components of any capital planning process; but neither provides enough information about future replacement needs to completely evaluate the long-term impact on citizens and property owners.

To expand the discussion and improve long-term planning efforts, the Shoreview City Council adopted a Comprehensive Infrastructure Replacement Policy in 1992. The policy requires the preparation of an annual Comprehensive Infrastructure Replacement Plan (CHIRP) addressing estimated replacement costs (for a minimum of 40 years) and an analysis of the impact on financing sources (primarily tax levies and user fees). The plan provides an ongoing analytical framework for capital projections (replacements and additions) as well as the resulting impact on tax levies and user fees. This document contains the current result of that analysis.

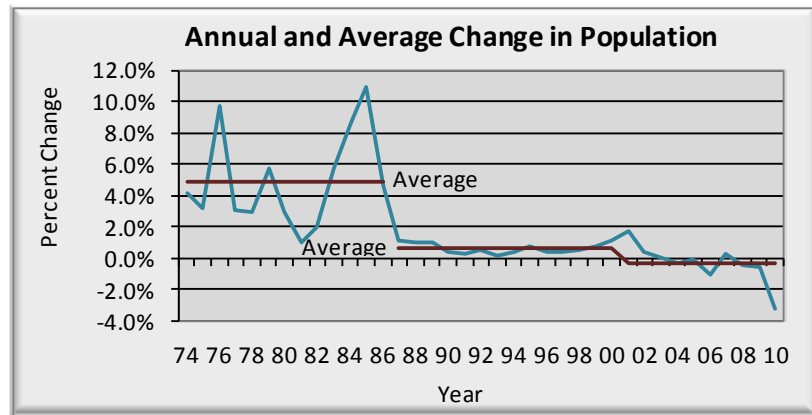
### Community Profile

Shoreview offers a full range of services to its 25,000 residents. The annual operating budget is \$23 million, including debt service funds (and excluding transfers between funds). Of that amount, the general fund budget is \$8 million. These budget levels are low in comparison to communities of similar size in the metro area and result in City property taxes and spending per capita well below the average for comparison cities. This puts additional pressure on the City to plan ahead for capital costs in an effort to avoid sharp increases in taxes and user fees.

From 1970 to 1986 Shoreview experienced high population growth, with an average annual change near 5% per year. Growth in total property value during these years provided substantial increases in revenues which helped the City develop high quality community services and facilities.



In more recent years the City has moved closer toward full development. For instance, population growth slowed to an annual average of less than one percent per year from the mid 1980s through the year 2000, and since the year 2000 population has decreased about one third of one percent annually (.34%).



Because Shoreview has been near full development for more than two decades, repair and replacement costs account for approximately 81 percent of total capital costs (excluding the planned addition of a water treatment facility) in the most recent 5-year CIP. Recognizing this shift in the City's life cycle in the 1980s (from a developing community to fully developed), adopting policies designed to address the changing emphasis, and executing the plan on an annual basis has been essential to maintaining a quality infrastructure system that meets the needs of the community.

## Policy Objectives

Shoreview's CHIRP policy and plan are designed to achieve several objectives including:

- **Create a permanent program** – For more than two decades the City has incorporated infrastructure replacement estimates into short and long-term financial planning in part because examining capital needs will in advance helps identify trends, creates opportunities to carefully consider financing strategies and helps the City maintain quality systems that support services.
- **Moderate changes in the tax levy and user fees** – Sharp changes in tax levies and user fees are unacceptable to citizens, business owners and elected officials. Since large unanticipated capital costs would likely force significant changes in these revenue sources, Shoreview's policy emphasizes the examination of capital replacement needs on a long-term basis which allows the City to adjust levies and user fees in a more gradual manner.
- **Plan carefully for new debt** – By considering capital costs over the long term, the City has greater ability to balance the use of current resources versus bonded debt well in advance. This allows the City to accumulate necessary resources in advance to avoid bonding for capital costs in some instances, with reduces reliance on bonded debt where appropriate.
- **Limit special assessments** – Shoreview's strict assessment policy limits the use of property assessments to once per improvement type, due to the belief that the entire community shares the responsibility for the replacement of infrastructure. Therefore, tax levies and user fees (rather than future special assessments) are designed to support replacement costs.

To ensure that Shoreview's long-term planning is successful in meeting these objectives, the infrastructure replacement policy also requires:

- Disclosure of proposed financing mechanisms
- Compliance with the City's fund balance policy and the fund balance objectives stated in the policy
- Analysis of revenue sources used to finance capital replacements, including tax levies, utility rates, user charges and inter-fund charges

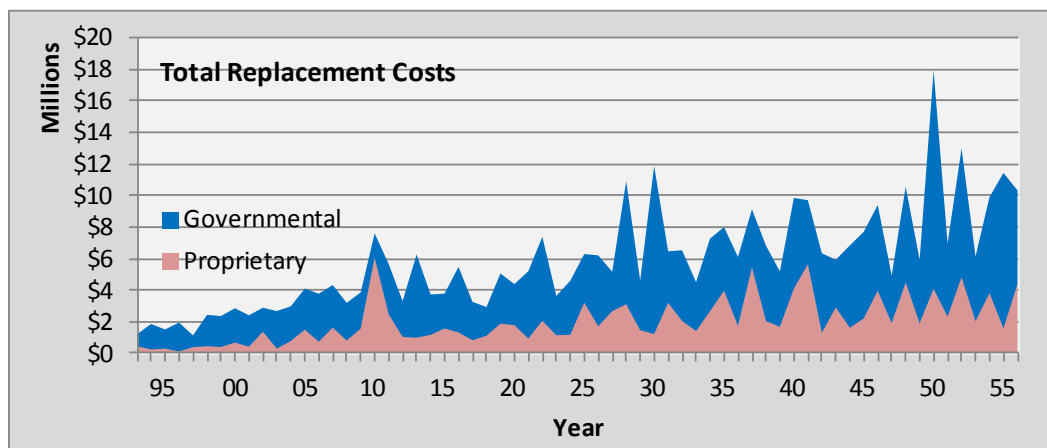
The City's infrastructure replacement policy identifies potential funding sources for each class of asset, provides restrictions for resources dedicated to replacement costs, and establishes a formal process to authorize a deviation from the policy. In order to deviate from the restrictions outlined in the CHIRP policy, the City Council must follow one of two procedures: 1) declare a financial emergency by at least a four-fifths vote, or 2) conduct a public hearing to declare its intent and invite public input. Notice of the hearing must be provided to the public in each newspaper of general circulation throughout Shoreview at least 30 days prior to the hearing, and the notice must also include the amount and intended purpose of the proposed expenditure.

The policy also defines eligible replacement costs for each fund and establishes a structure for the accumulation of resources dedicated to replacement costs. Capital project funds, enterprise funds and an internal service fund account for capital replacement costs. These funds are described in the next section.

## Capital Replacements

Replacement projections and the associated funding mechanisms are separated into two sections, governmental assets (formerly referred to as general fixed assets) and proprietary assets. Replacement of governmental assets is accounted for within capital project funds, and proprietary assets are accounted for within enterprise and internal service funds.

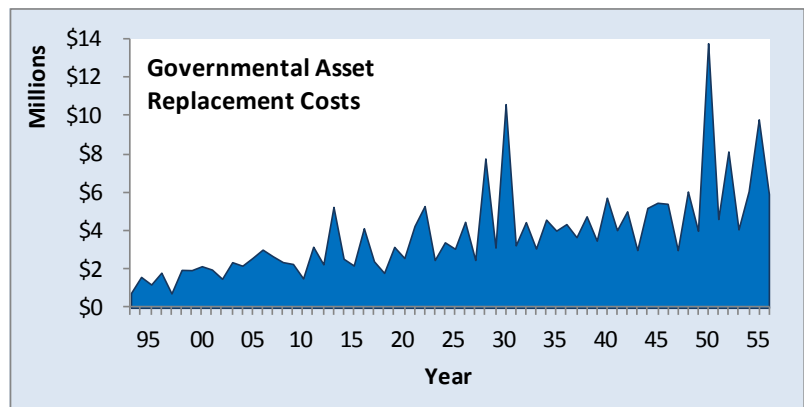
Over the next 40 years this plan provides for the replacement of \$179 million in governmental assets and \$92 million in proprietary assets, for a total of \$271 million in asset replacements. The graph below shows historical and projected replacement estimates.



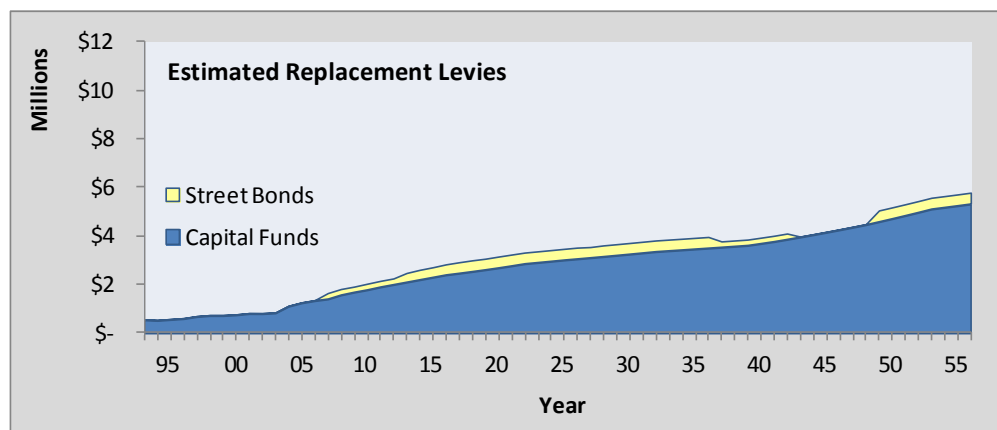
## Governmental Assets

Governmental asset replacement costs are accounted for within three capital project revolving funds: the Street Renewal Fund, MSA Fund, and the General Fixed Asset Fund. Replacement costs include residential streets, public safety buildings, public safety equipment, city hall and community center remodeling, furnishings, mechanical systems, data processing systems, park buildings, park improvements and trails. Because expenditures for these assets are accounted for within governmental funds, depreciation is recorded at the entity-wide level only. The two capital project funds that account for governmental asset replacements, in effect, pick up where fund accounting leaves off.

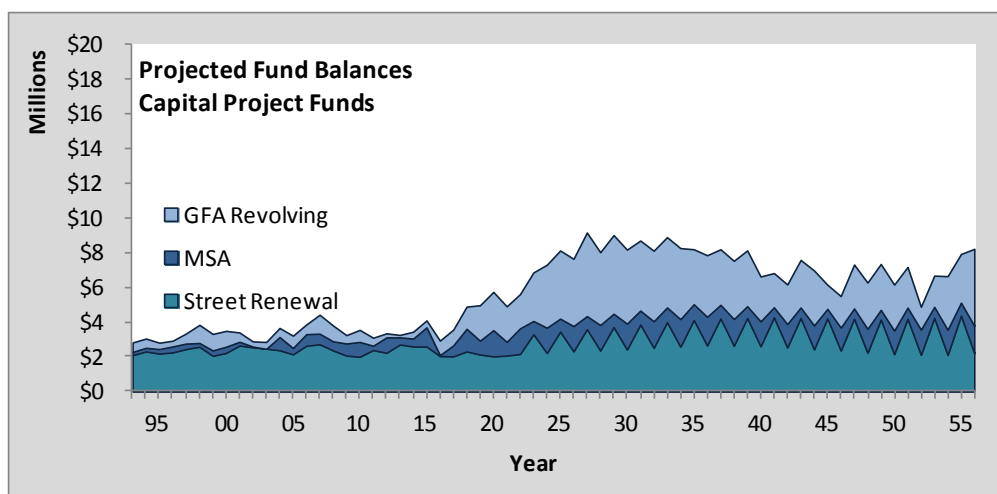
Projections indicate that this plan provides for the replacement of \$78 million in general assets during the first twenty years and another \$101 million in the 20 years after that. As shown in the graph at right, projected replacement costs vary greatly between years (due to the size and nature of specific projects). Resources and fund balances are designed to provide a stable source of funds to finance capital costs.



Primary sources of funds for governmental asset replacements include tax levies, MSA (state aid for collector streets), investment interest earnings and street improvement bonds. Over the next 5 years, changes in the replacement portion of the City's levy (including the levy for street bonds) cause an average annual increase in the total tax of 1.4 percent annually. After 2016, the average impact drops to less than one percent per year. The portion of the annual property tax levy dedicated to replacement costs is shown in the graph below.

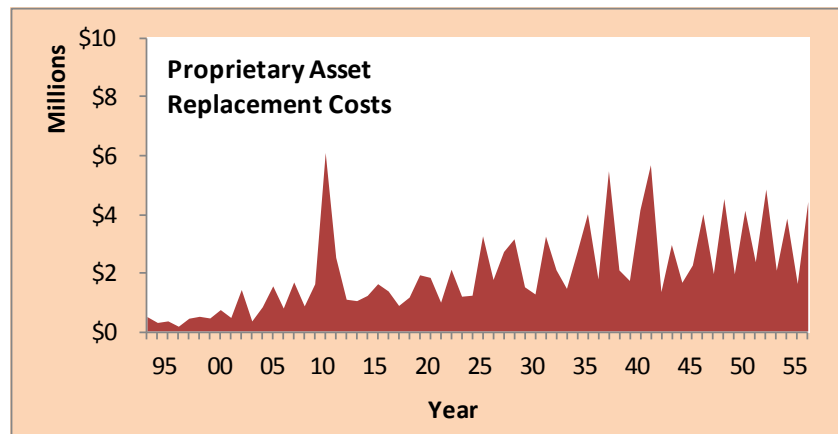


Fund balances in governmental funds are maintained at or above policy objectives, despite capital costs that vary dramatically from year to year, and tax levies that grow at modest rates. The graph below illustrates combined fund balances for the Infrastructure Reserve (street renewal), MSA and General Fixed Asset Revolving Funds.



## Proprietary Assets

Replacements of proprietary assets are accounted for within four enterprise funds and one internal service fund. Eligible replacement costs include all water, sewer, surface water, street lighting, buildings, vehicles and equipment owned by each fund. Projections indicate this plan provides for the replacement of \$34 million in proprietary assets during the first twenty years and another \$58 million in the second twenty years. As with governmental assets, the size and nature of some improvements cause total replacement costs to vary greatly from year to year. The graph below shows historical and projected proprietary asset replacement costs. Detailed replacement projections for all proprietary assets are presented later in this report.



To ensure adequate funding of proprietary asset replacements, the City's policy requires the preparation of a 20-year operating plan at least once every five years. The plan must include examination of operating projections, capital replacement costs, estimated debt issuance, and capital additions, and the information must be used to analyze and recommend future utility rates and inter-fund charges. As a practical matter, the City prepares 5-year operating projections annually as part of the Budget, Five-Year Operating Plan (FYOP) and utility rate setting process. Because the 2011 CHIRP contained 20-year operating projections, this document contains an abbreviated set of operating projections that are also presented in the City's FYOP.

For 2012, the City is in the final year of a five-year program to close the gap between revenue and expense in enterprise funds. Once these adjustments are complete, the average annual increase in utility rates will be driven primarily by operating and capital needs. The projected annual change in the total average utility bill for the next several years is 3.7 percent (covering water, sewer, surface water, and street lighting). A 6 percent adjustment over two years will likely be necessary to accommodate debt service associated with the construction of a water treatment plant in 2016.

Operating projections for the Central Garage Fund (an internal service fund), including inter-fund charges, are included in this plan. The inter-fund charges are designed to support operating costs of the maintenance center facility as well as repair and maintenance of the building, vehicles and equipment. Projections, which are updated annually, indicate that rental fees are projected to be at or below inflation rates over the next twenty years.

## Bonded Debt

This infrastructure replacement plan assumes the use of bonding to support a portion of replacement costs, and for the addition of a water treatment facility. Estimated debt issuance over the next 10 years is as follows:

\$ 2.8 million	Water system replacements
\$ 9.0 million	Water treatment facility added
\$ 2.2 million	Sewer system replacements
\$ 2.2 million	Surface water system replacements
\$ 1.1 million	Special assessment debt, added improvements
\$ 5.0 million	Street rehabilitation
\$22.3 million	Total Projected 10-Year Debt Issuance

During this same period, the City will retire \$19.7 million in debt.

## Summary

The City Council has, through the adoption of the infrastructure replacement policy, demonstrated their commitment to maintaining quality services and facilities through regular long-term financial planning efforts. This support is essential because planning for replacement costs becomes more important as assets age and as a community reaches full development.

Over the last 20 years Shoreview has funded replacement costs and preserved high quality services while maintaining lower tax rates and user fees. To evaluate how Shoreview compares to 28 metro area Cities (of similar size), a Community Benchmarks booklet is prepared annually for property tax, tax rate and spending comparisons. The 2011 data indicates that Shoreview is 5<sup>th</sup> lowest among comparison cities for the City-share of the property tax bill, is 6<sup>th</sup> lowest for the City property tax rate, and is 24% below the average per capita total spending. Shoreview's emphasis on long-range planning will help the City maintain this favorable comparison into the future, and remain an attractive location for area business and homeowners.

We hope our efforts to provide for infrastructure replacement will encourage other government jurisdictions to be innovative in planning for the future financing of government services and facilities.

Cities are often being challenged to run their organizations more like a business. Because proprietary operations are the only funds that record depreciation expense within the fund, this infrastructure replacement plan was developed to pick up where traditional accounting leaves off. We believe government must plan and budget beyond yearly budget cycles or periodic economic fluctuations to avoid jumping from crisis to crisis.

This infrastructure replacement plan helps the City identify current and future resources needed to maintain quality facilities for Shoreview citizens. This, in turn, helps maintain reasonable tax levies and user fees, strong financial condition, moderate debt levels, and high bond ratings in the future.

# Comprehensive Infrastructure Replacement Policy

## Summary of Policy Requirements and Provisions

Policy Adopted November 16, 1992, Resolution #92-1984 and  
Revised October 21, 1996, Resolution #96-119

An abbreviated summary of the City's replacement policy is provided in the table below and on the facing page. It should be noted that in all cases investment interest remains in the fund, and inter-fund loans are subject to Council approval (repaid with interest).

Description	Governmental (General) Assets		
	Infrastructure Reserve (Street Renewal)	General Fixed Asset Revolving	Internal Service Assets
			Central Garage
Replacement projections	40 years	40 years	40 years
New improvement projections	Not applicable	Not applicable	10 years
Operating projections	40 years	40 years	20 years
Source of revenue	Property taxes Investment interest Other future revenues	Property taxes Investment interest Other future revenues	Rental fees Investment interest All other revenues
Eligible expenditures	Street reconstruction Street resurfacing Sealcoating Crack filling	Public safety equipment, public safety buildings, street lights, city hall building, furnishings and mechanical systems, data processing system, park buildings and improvements and trails	Central garage equipment, buildings and other central garage fund assets
Minimum fund or cash balance	Two million dollars	None	Half of operating costs
Targeted working capital target	2-3 years	1 year	4 months
Debt restrictions	Declare replacement monies as source of funding when bonds are authorized and/or Council approves transfers to the debt fund.		Equipment certificates allowed, however current resources are preferred
Procedure required to deviate from definition of eligible costs	4/5 vote of City Council or public notice and public hearing		Not applicable

Description	Enterprise Assets			
	Enterprise Assets			
	Water	Sewer	Surface Water	Street Lighting
Replacement projections	40 years	40 years	40 years	40 years
New improvement projections	10 years	10 years	10 years	10 years
Operating projections	20 years	20 years	20 years	20 years
Source of revenue	User fees Interest earnings Area charges Other revenue	User fees Interest earnings Area charges Other revenue	User fees Interest earnings All other revenues Other revenue	User fees Interest earnings All other revenues Other revenue
Eligible expenditures	Water systems and other water fund assets	Sewer systems and other sewer fund assets	Surface water systems and other surface water fund assets	Street lighting systems and other street lighting fund assets
Minimum fund or cash balance	One million minimum, and desired cash balance over two million dollars.	One million minimum, and desired cash balance over two million dollars.	None	None
Minimum operating, capital, debt coverage	8 months	6 months	5 months	4 months
Debt restrictions	No restrictions	No restrictions	No restrictions	No restrictions
Procedure required to deviate from definition of eligible costs	Not applicable	Not applicable	Not applicable	Not applicable



## Governmental Funds

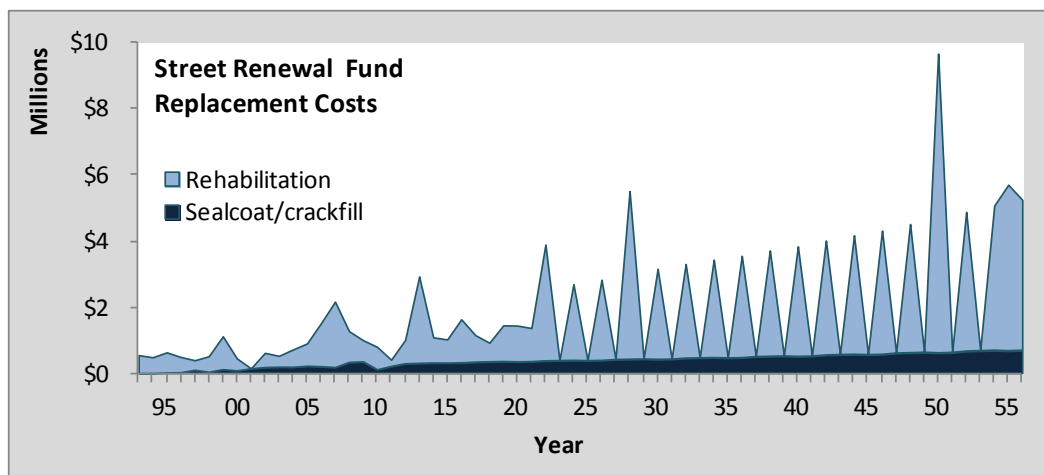
Replacement of governmental assets is accounted for within three capital project funds: the Street Renewal Fund, MSA Fund, and the General Fixed Asset Fund. This section of the CHIRP provides operating and capital projections for these funds.

### Street Renewal Fund

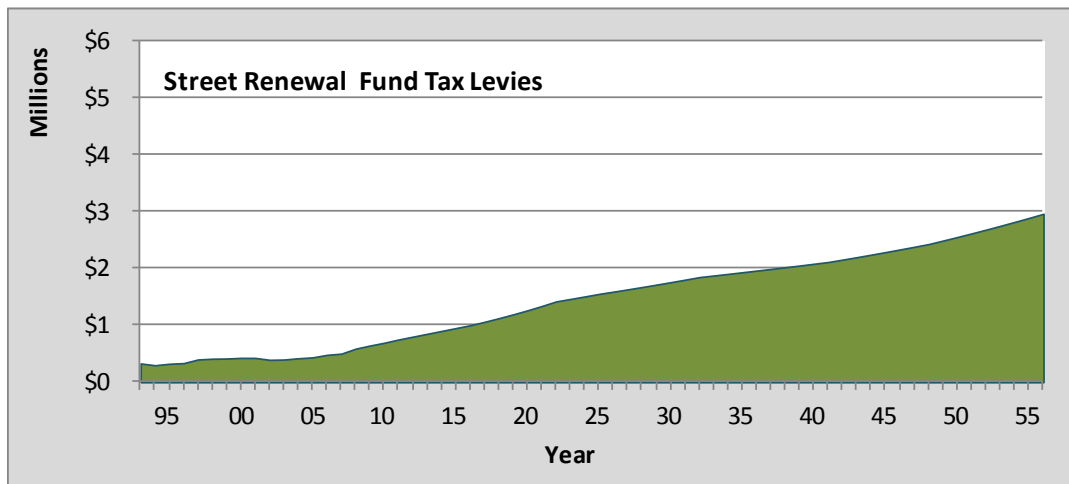
The City's Street Renewal Fund is an ongoing capital fund used to manage, finance and implement street rehabilitation efforts. The fund was created in 1985 with an initial contribution of two million dollars (obtained from bond defeasance savings) and this initial contribution is maintained as a minimum fund balance to provide an ongoing revenue stream from investment earnings. Allowable costs from the Street Renewal Fund include: street reconstruction, rehabilitation (resurfacing or full depth reclamation), seal coating and crack filling.

Long term projections indicate that the City's street rehabilitation strategies will shift away from replacements and toward pavement rehabilitation starting in 2021, because all City streets will be brought up to modern City standards by 2020. By the year 2045, the strategy will shift back to reconstruction because the concrete curb and gutter for most streets will be in excess of 50 years old, and the pavement surface will have been rehabilitated twice. To ensure adequate funding for street reconstruction (given the expected 25-year life of streets), street bonds are proposed every 5 years beginning in 2050 (at \$5 million for each bond issue). Between the annual tax levy and the street bonds the City will endeavor to replace each City street by the year 2070.

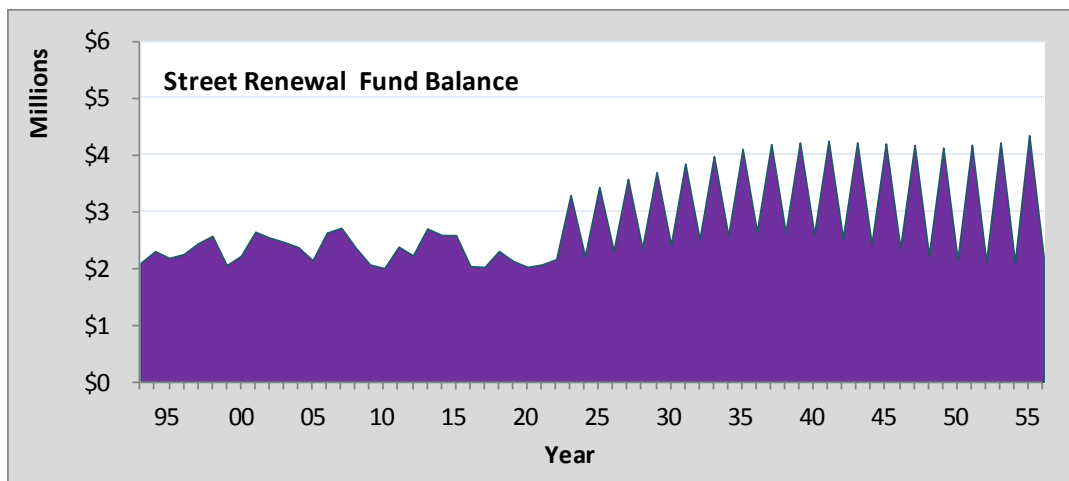
To put the scale of the street rehabilitation into perspective, over the next twenty years the Street Renewal Fund will provide for approximately \$34 million in street renewal efforts. The graph below illustrates historical and anticipated replacement costs, including those financed by street bonds.



Annual property tax levies, interest earnings and street bonds are the primary revenue sources for street rehabilitation and street replacement costs. Taxing levels for the street renewal portion of the replacement program are established to provide a predictable revenue stream with moderate increases in this portion of the tax levy, so that resources are available to support rehabilitation efforts when they are needed.



Moderate changes in the street renewal portion of the annual tax levy provide sufficient annual revenues to maintain minimum fund balances at or above minimum requirements, and support replacement costs, even though rehabilitation needs fluctuate between years, and strategies shift between rehabilitation and complete replacement. The graph below shows historical and projected Street Renewal Fund balances.



**Street Renewal Fund**  
**Operating Summary**

Year	Revenue			Street Bonds	Total Replacement Costs	Fund Balance
	Property Taxes	Interest Earnings	Special Assessments			
2011	\$ 750,000	\$ 30,100	\$ 6,621	\$ -	\$ 404,333	\$ 2,391,305
2012	800,000	35,900	12,821	-	1,004,400	2,235,626
2013	850,000	33,500	12,821	2,500,000	2,920,025	2,711,922
2014	900,000	54,200	12,821	-	1,081,050	2,597,893
2015	950,000	52,000	12,821	-	1,017,600	2,595,114
2016	1,000,000	64,900	12,821	-	1,625,800	2,047,035
2017	1,060,000	61,400	12,821	-	1,148,100	2,033,156
2018	1,124,000	61,000	12,821	-	917,700	2,313,277
2019	1,191,000	69,400	6,200	-	1,444,000	2,135,877
2020	1,262,000	64,100	6,200	-	1,435,500	2,032,677
2021	1,338,000	61,000	6,200	-	1,362,100	2,075,777
2022	1,418,000	62,300		2,500,000	3,885,800	2,170,277
2023	1,461,000	65,100		-	392,600	3,303,777
2024	1,505,000	99,100		-	2,685,600	2,222,277
2025	1,550,000	66,700		-	391,800	3,447,177
2026	1,589,000	103,400		-	2,822,000	2,317,577
2027	1,629,000	69,500		-	425,500	3,590,577
2028	1,670,000	107,700		2,500,000	5,501,000	2,367,277
2029	1,712,000	71,000		-	440,800	3,709,477
2030	1,755,000	111,300		-	3,151,600	2,424,177
2031	1,799,000	72,700		-	437,700	3,858,177
2032	1,844,000	115,700		-	3,297,900	2,519,977
2033	1,872,000	75,600		-	475,200	3,992,377
2034	1,900,000	119,800		-	3,427,700	2,584,477
2035	1,929,000	77,500		-	473,400	4,117,577
2036	1,958,000	123,500		-	3,544,300	2,654,777
2037	1,987,000	79,600		-	514,400	4,206,977
2038	2,017,000	126,200		-	3,707,600	2,642,577
2039	2,047,000	79,300		-	533,000	4,235,877
2040	2,078,000	127,100		-	3,830,600	2,610,377
2041	2,109,000	78,300		-	529,400	4,268,277
2042	2,151,000	128,000		-	4,007,400	2,539,877
2043	2,194,000	76,200		-	574,600	4,235,477
2044	2,238,000	127,100		-	4,166,000	2,434,577
2045	2,283,000	73,000		-	572,600	4,217,977
2046	2,329,000	126,500		-	4,307,400	2,366,077
2047	2,376,000	71,000		-	621,400	4,191,677
2048	2,424,000	125,800		-	4,505,700	2,235,777
2049	2,485,000	67,100		-	644,100	4,143,777
2050	2,547,000	124,300		5,000,000	9,656,800	2,158,277
2051	2,611,000	64,700		-	640,800	4,193,177
2052	2,676,000	125,800		-	4,870,900	2,124,077
2053	2,743,000	63,700		-	694,400	4,236,377
2054	2,812,000	127,100		-	5,064,000	2,111,477
2055	2,882,000	63,300		5,000,000	5,692,900	4,363,877
2056	2,954,000	130,900		-	5,237,100	2,211,677

**Street Renewal Fund**
**Capital Summary**

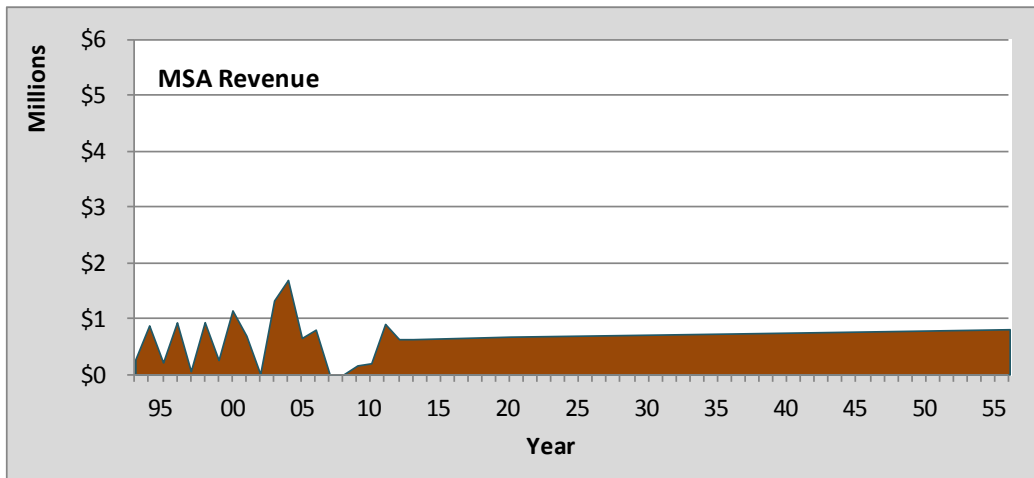
Year	Maintenance				Rehabilitation and Reconstruction		Neighborhood/Project	Total Capital Costs
	Street Condition Survey	Equip Charges	Crack Fill Supplies	Seal Coat	Street Bonds	Street Renewal		
2011	\$ -	\$ 9,000	\$ 10,000	\$ 198,000	\$ -	\$ 187,333	Buffalo Ln	\$ 404,333
2012	13,000	9,000	10,000	265,400	-	707,000	CRd F, Demar, Floral	1,004,400
2013	13,000	9,000	10,000	277,000	2,500,000	111,025	CRd D, Cottage Pl	2,920,025
2014	13,000	9,000	10,000	288,400		760,650	Turtle Lane	1,081,050
2015		11,000	10,000	296,500		700,100	Hansen, Oakridge	1,017,600
2016		11,000	10,000	304,400		1,300,400	Windward Heights	1,625,800
2017	15,000	11,000	10,000	310,500		801,600	Bridge, Lion	1,148,100
2018	15,000	16,000	10,000	316,700		560,000	Wabasso Neigh.	917,700
2019	15,000	16,000	10,000	323,000		1,080,000	Edgetown (1/2)	1,444,000
2020		16,000	10,000	329,500		1,080,000	Edgetown (1/2)	1,435,500
2021		16,000	10,000	336,100		1,000,000		1,362,100
2022	17,000	16,000	10,000	342,800	2,500,000	1,000,000		3,885,800
2023	17,000	16,000	10,000	349,600				392,600
2024	17,000	16,000	10,000	356,600		2,286,000		2,685,600
2025		18,000	10,000	363,800				391,800
2026		18,000	10,000	371,000		2,423,000		2,822,000
2027	19,000	18,000	10,000	378,500				425,500
2028	19,000	18,000	10,000	386,000	2,500,000	2,568,000		5,501,000
2029	19,000	18,000	10,000	393,800				440,800
2030		18,000	10,000	401,600		2,722,000		3,151,600
2031		18,000	10,000	409,700				437,700
2032	21,000	18,000	10,000	417,900		2,831,000		3,297,900
2033	21,000	18,000	10,000	426,200				475,200
2034	21,000	18,000	10,000	434,700		2,944,000		3,427,700
2035		20,000	10,000	443,400				473,400
2036		20,000	10,000	452,300		3,062,000		3,544,300
2037	23,000	20,000	10,000	461,400				514,400
2038	23,000	20,000	10,000	470,600		3,184,000		3,707,600
2039	23,000	20,000	10,000	480,000				533,000
2040		20,000	10,000	489,600		3,311,000		3,830,600
2041		20,000	10,000	499,400				529,400
2042	25,000	20,000	10,000	509,400		3,443,000		4,007,400
2043	25,000	20,000	10,000	519,600				574,600
2044	25,000	20,000	10,000	530,000		3,581,000		4,166,000
2045		22,000	10,000	540,600				572,600
2046		22,000	10,000	551,400		3,724,000		4,307,400
2047	27,000	22,000	10,000	562,400				621,400
2048	27,000	22,000	10,000	573,700		3,873,000		4,505,700
2049	27,000	22,000	10,000	585,100				644,100
2050		22,000	10,000	596,800	5,000,000	4,028,000		9,656,800
2051		22,000	10,000	608,800				640,800
2052	29,000	22,000	10,000	620,900		4,189,000		4,870,900
2053	29,000	22,000	10,000	633,400				694,400
2054	29,000	22,000	10,000	646,000		4,357,000		5,064,000
2055		24,000	10,000	658,900	5,000,000			5,692,900
2056		24,000	10,000	672,100		4,531,000		5,237,100

## MSA Fund

The MSA Fund receives the construction portion of the State-collected highway user tax, to be used for the rehabilitation and construction of collector routes within the City. The maintenance portion of the allocation is received by the City's General Fund (for street maintenance efforts on collector routes).

Although projections indicate little growth in the City's share of the highway user tax in the future, over the next twenty years the MSA Fund will provide for approximately \$13 million for the rehabilitation of collector routes, on an every other year rotation.

Operating and capital projections in the table at right indicate the City will have sufficient funding for a rehabilitation project approximately every other year in the future.



**MSA Fund**
**Operating and Capital Summary**

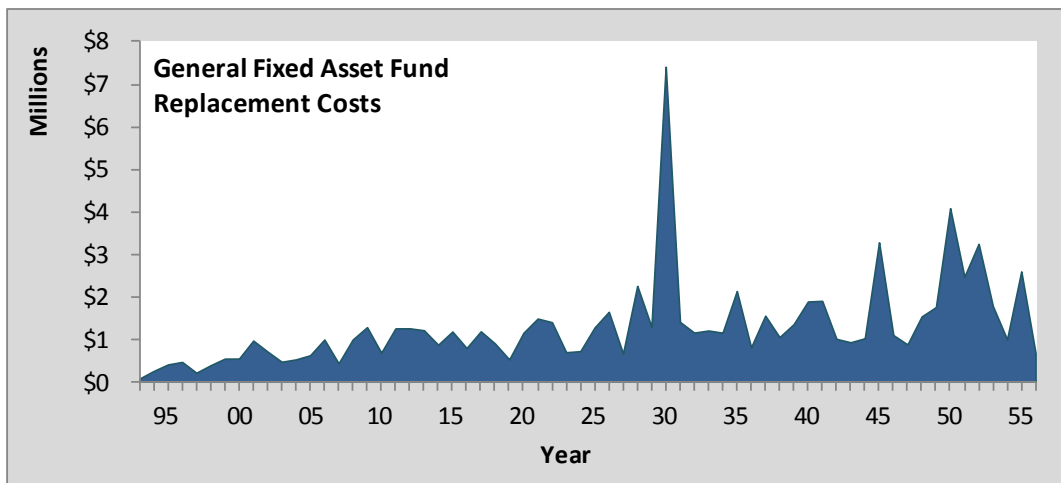
Year	Revenue			Expense	Fund Balance
	MSA	Investment Interest	Total Revenue	Project Costs	
2011	\$ 908,678	\$ 5,200	\$ 913,878	\$ 1,514,793	\$ 266,569
2012	633,942	1,700	635,642	-	902,211
2013	633,942	6,300	640,242	1,112,000	430,453
2014	640,281	3,200	643,481	600,000	473,934
2015	646,684	4,100	650,784	-	1,124,718
2016	653,151	11,200	664,351	1,719,835	69,234
2017	659,683	900	660,583	85,000	644,817
2018	666,280	9,700	675,980	-	1,320,797
2019	672,943	19,800	692,743	1,200,000	813,540
2020	679,672	30,200	709,872	-	1,523,412
2021	683,070		683,070	1,400,000	806,482
2022	686,485		686,485	-	1,492,967
2023	689,917		689,917	1,400,000	782,884
2024	693,367		693,367	-	1,476,251
2025	696,834		696,834	1,400,000	773,085
2026	700,318		700,318	-	1,473,403
2027	703,820		703,820	1,400,000	777,223
2028	707,339		707,339	-	1,484,562
2029	710,876		710,876	1,400,000	795,438
2030	714,430		714,430	-	1,509,868
2031	718,002		718,002	1,400,000	827,870
2032	721,592		721,592	-	1,549,462
2033	725,200		725,200	1,400,000	874,662
2034	728,826		728,826	-	1,603,488
2035	732,470		732,470	1,400,000	935,958
2036	736,132		736,132	-	1,672,090
2037	739,813		739,813	1,600,000	811,903
2038	743,512		743,512	-	1,555,415
2039	747,230		747,230	1,600,000	702,645
2040	750,966		750,966	-	1,453,611
2041	754,721		754,721	1,600,000	608,332
2042	758,495		758,495	-	1,366,827
2043	762,287		762,287	1,500,000	629,114
2044	766,098		766,098	-	1,395,212
2045	769,928		769,928	1,600,000	565,140
2046	773,778		773,778	-	1,338,918
2047	777,647		777,647	1,500,000	616,565
2048	781,535		781,535	-	1,398,100
2049	785,443		785,443	1,600,000	583,543
2050	789,370		789,370	-	1,372,913
2051	793,317		793,317	1,500,000	666,230
2052	797,284		797,284	-	1,463,514
2053	801,270		801,270	1,600,000	664,784
2054	805,276		805,276	-	1,470,060
2055	809,302		809,302	1,500,000	779,362
2056	813,349		813,349	-	1,592,711

## General Fixed Asset Replacement Fund

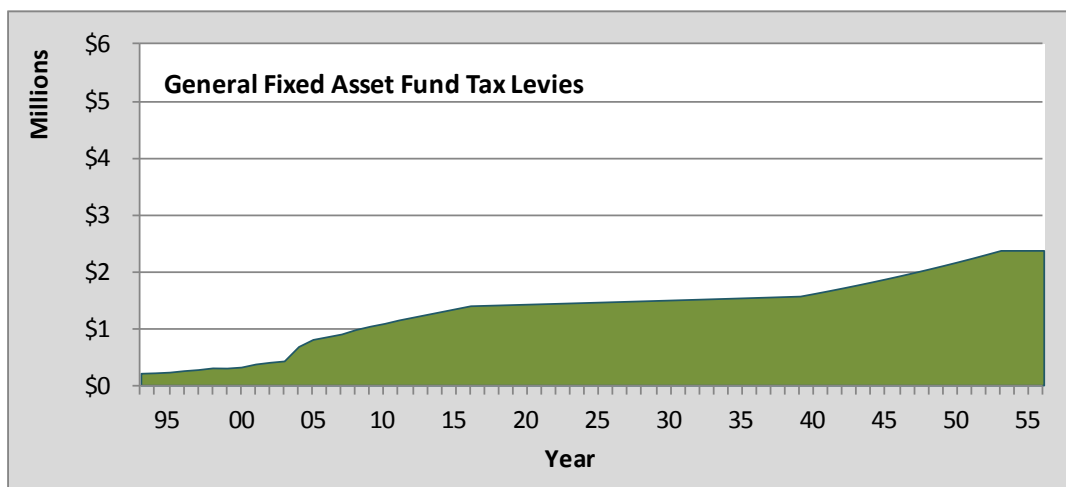
The General Fixed Asset Replacement (GFAR) Fund created in 1989 finances the replacement of all governmental assets including fire stations, fire equipment and warning sirens; street signs; community center and city hall buildings and furnishings; building mechanical systems; computer hardware and software; park buildings and improvements; and trails and pathways.

Annual tax levies and investment income are designed to cover annual capital replacement costs as well as to build sufficient fund balances for major replacement costs in the future. This approach enables the City to gradually increase tax levies, to accumulate fund balances as a long-term strategy in support replacement costs, and helps avoid the issuance of large amounts of debt to finance most replacement needs. The City may choose to issue debt for large scale replacement costs, such as building replacements, because of the cash flow benefits.

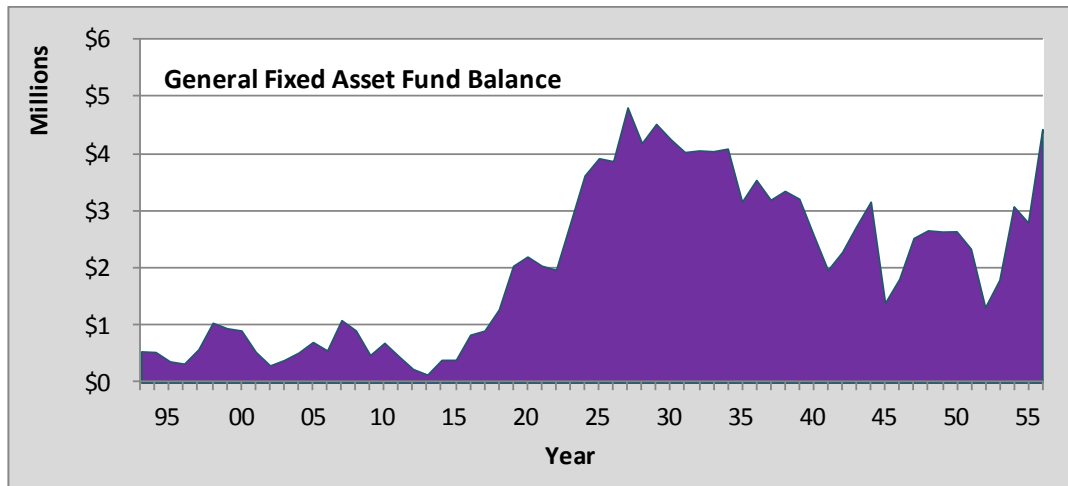
Over the next twenty years the GFAR Fund will provide for approximately \$31 million in general fixed asset replacements, and will provide an additional \$2 million for debt service payments on governmental asset replacements. The first graph below illustrates historical and anticipated replacement costs.



Despite replacement costs that rise and fall sharply, the growth in the GFAR portion of the tax levy is predictable and stable. The next graph (below) illustrates the historical and future GFAR tax levies.



These taxing levels provide a predictable revenue stream with moderate increases in this portion of the tax levy, while fund balance is allowed to fluctuate. As shown in the graph below, despite varying needs for capital replacements, and slow predictable growth in the GFAR portion of the tax levy, the City is able to support projected replacement costs and increase the fund balance to a level that will improve the City's flexibility with regard to the timing of replacements.



Because projected capital costs are less certain further into the future, it is likely that long-term fund balance projections will be lower.



**General Fixed Asset Replacement Fund**  
**Operating Summary**

Year	Revenue				Expense		Fund Balance
	Tax Levy	Other, Refunds & Transfers In	Debt Issuance	Interest Earnings	Estimated Replacement Costs	Transfers Out	
2011	\$ 1,150,000	\$ 35,000	\$ -	\$ 10,000	\$ 1,249,891	\$ 180,000	\$ 461,112
2012	1,200,000			7,000	1,251,540	180,000	236,572
2013	1,250,000	33,700		4,000	1,206,145	180,000	138,127
2014	1,300,000			3,000	863,977	180,000	397,150
2015	1,350,000			6,000	1,175,691	180,000	397,459
2016	1,400,000			7,000	786,311	180,000	838,148
2017	1,407,000			26,000	1,180,873	180,000	910,275
2018	1,414,000			29,000	891,728	180,000	1,281,547
2019	1,421,100			41,000	517,219	180,000	2,046,428
2020	1,428,200			62,000	1,146,510	180,000	2,210,118
2021	1,435,300			66,000	1,482,354	180,000	2,049,064
2022	1,442,500			62,000	1,396,400	180,000	1,977,164
2023	1,449,700			62,000	686,700	-	2,802,164
2024	1,456,900			86,000	712,617	-	3,632,447
2025	1,464,200			110,000	1,271,500	-	3,935,147
2026	1,471,500			118,000	1,641,100	-	3,883,547
2027	1,478,900			119,000	655,500	-	4,825,947
2028	1,486,300			142,000	2,253,300	-	4,200,947
2029	1,493,700			127,000	1,284,100	-	4,537,547
2030	1,501,200		6,000,000	118,000	7,425,700	460,000	4,271,047
2031	1,508,700			128,000	1,404,495	460,000	4,043,252
2032	1,516,200			122,000	1,150,000	460,000	4,071,452
2033	1,523,800			123,000	1,200,000	460,000	4,058,252
2034	1,531,400			123,000	1,148,600	460,000	4,104,052
2035	1,539,100			121,000	2,131,900	460,000	3,172,252
2036	1,546,800			97,000	801,300	460,000	3,554,752
2037	1,554,500			107,000	1,550,204	460,000	3,206,048
2038	1,562,300			98,000	1,044,191	460,000	3,362,157
2039	1,570,100			102,000	1,350,700	460,000	3,223,557
2040	1,617,200			96,000	1,885,100	460,000	2,591,657
2041	1,665,700			77,000	1,900,000	460,000	1,974,357
2042	1,715,700			61,000	1,002,600	460,000	2,288,457
2043	1,767,200			71,000	921,800	460,000	2,744,857
2044	1,820,200			85,000	1,017,600	460,000	3,172,457
2045	1,874,800			91,000	3,281,279	460,000	1,396,978
2046	1,931,000			44,000	1,092,500	460,000	1,819,478
2047	1,988,900			58,000	870,800	460,000	2,535,578
2048	2,048,600			78,000	1,532,500	460,000	2,669,678
2049	2,110,100			81,000	1,752,500	460,000	2,648,278
2050	2,173,400		2,000,000	74,000	4,087,900	155,000	2,652,778
2051	2,238,600			79,000	2,468,000	155,000	2,347,378
2052	2,305,800			68,000	3,246,974	155,000	1,319,204
2053	2,375,000			41,000	1,777,400	155,000	1,802,804
2054	2,375,000			58,000	990,200	155,000	3,090,604
2055	2,375,000			92,000	2,595,000	155,000	2,807,604
2056	2,375,000			89,000	670,200	155,000	4,446,404

**General Fixed Asset Replacement Fund**  
**Capital Summary**

Year	Estimated Replacements							Transfer Out to Debt Funds	Total Expense
	Fire Stations & Equip	Warning Sirens	Info. Systems	Municipal Buildings	Park Facilities	Trails & Pathways	Total Costs		
2011	\$ 149,667	\$ -	\$ 246,000	\$ 657,124	\$ 127,100	\$ 70,000	\$ 1,249,891	\$ 180,000	1,429,891
2012	361,640	20,000	113,500	357,000	307,400	92,000	1,251,540	180,000	1,431,540
2013	417,145	22,500	104,500	309,000	280,000	73,000	1,206,145	180,000	1,386,145
2014	258,277	22,500	121,500	285,000	36,700	140,000	863,977	180,000	1,043,977
2015	2,091	15,000	129,500	626,000	323,100	80,000	1,175,691	180,000	1,355,691
2016	92,211	15,000	75,500	225,000	203,000	175,600	786,311	180,000	966,311
2017	495,773	-	144,500	345,000	112,400	83,200	1,180,873	180,000	1,360,873
2018	61,428	-	107,000	255,400	383,000	84,900	891,728	180,000	1,071,728
2019	32,619	-	89,000	170,000	139,000	86,600	517,219	180,000	697,219
2020	113,210	20,000	94,000	461,000	370,000	88,300	1,146,510	180,000	1,326,510
2021	620,254	-	102,000	542,000	128,000	90,100	1,482,354	180,000	1,662,354
2022	460,500	21,000	94,000	365,000	264,000	191,900	1,396,400	180,000	1,576,400
2023	40,000	-	89,000	340,000	124,000	93,700	686,700		686,700
2024	32,217	22,000	107,000	282,000	173,800	95,600	712,617		712,617
2025	40,000	23,000	89,000	880,000	142,000	97,500	1,271,500		1,271,500
2026	1,073,600	-	94,000	256,000	118,000	99,500	1,641,100		1,641,100
2027	47,000	-	167,000	240,000	100,000	101,500	655,500		655,500
2028	1,423,800	-	94,000	399,000	233,000	103,500	2,253,300		2,253,300
2029	287,500	-	389,000	415,000	87,000	105,600	1,284,100		1,284,100
2030	28,000	-	107,000	6,734,000	324,000	232,700	7,425,700	460,000	7,885,700
2031	295,295	-	89,000	756,200	154,100	109,900	1,404,495	460,000	1,864,495
2032	451,900	-	94,000	374,000	118,000	112,100	1,150,000	460,000	1,610,000
2033	108,000	84,000	102,000	546,700	245,000	114,300	1,200,000	460,000	1,660,000
2034	30,000	-	94,000	658,000	250,000	116,600	1,148,600	460,000	1,608,600
2035	1,178,000	-	89,000	403,000	343,000	118,900	2,131,900	460,000	2,591,900
2036	98,000	30,000	107,000	345,000	100,000	121,300	801,300	460,000	1,261,300
2037	787,504	-	154,000	370,000	115,000	123,700	1,550,204	460,000	2,010,204
2038	39,391	-	94,000	527,000	117,600	266,200	1,044,191	460,000	1,504,191
2039	140,000	-	102,000	750,000	230,000	128,700	1,350,700	460,000	1,810,700
2040	89,800	-	94,000	967,000	446,000	288,300	1,885,100	460,000	2,345,100
2041	852,500	-	89,000	724,600	100,000	133,900	1,900,000	460,000	2,360,000
2042	34,000	35,000	107,000	383,000	307,000	136,600	1,002,600	460,000	1,462,600
2043	51,000	-	89,000	470,500	172,000	139,300	921,800	460,000	1,381,800
2044	257,500	-	94,000	225,000	299,000	142,100	1,017,600	460,000	1,477,600
2045	323,179	37,000	102,000	1,976,000	524,200	318,900	3,281,279	460,000	3,741,279
2046	337,700	-	94,000	388,000	125,000	147,800	1,092,500	460,000	1,552,500
2047	162,000	39,000	154,000	300,000	65,000	150,800	870,800	460,000	1,330,800
2048	486,800	-	107,000	411,900	373,000	153,800	1,532,500	460,000	1,992,500
2049	148,000	41,000	455,000	705,000	246,600	156,900	1,752,500	460,000	2,212,500
2050	117,900	42,000	94,000	3,203,000	471,000	160,000	4,087,900	155,000	4,242,900
2051	1,690,800	-	102,000	290,000	222,000	163,200	2,468,000	155,000	2,623,000
2052	1,363,274	-	94,000	1,136,000	297,200	356,500	3,246,974	155,000	3,401,974
2053	164,900	-	89,000	701,700	652,000	169,800	1,777,400	155,000	1,932,400
2054	40,000	-	107,000	320,000	350,000	173,200	990,200	155,000	1,145,200
2055	823,300	-	89,000	904,000	392,000	386,700	2,595,000	155,000	2,750,000
2056	41,000	-	94,000	255,000	100,000	180,200	670,200	155,000	825,200

**General Fixed Asset Replacement Fund**

**Capital Summary - Fire Equipment, Vehicles and Stations**

Year	Buildings	Parking/Driveways		Breathing Apparatus	Radio System	Other Equipment	Vehicles	Total Fire Equipment & Buildings
		Station #3	Station #4					
2011	\$ 14,841	\$ -	\$ -	\$ -	\$ -	\$ 16,412	\$ 118,414	\$ 149,667
2012	40,075					7,039	314,526	361,640
2013	240,610	82,000				12,075	82,460	417,145
2014	8,835			194,370		2,062	53,010	258,277
2015	-					2,091		2,091
2016	66,560					25,651		92,211
2017	29,450	3,958					462,365	495,773
2018	30,000						31,428	61,428
2019	30,000					2,619		32,619
2020	23,000						90,210	113,210
2021	40,000						580,254	620,254
2022	24,000						436,500	460,500
2023	40,000							40,000
2024	25,000	4,889				2,328		32,217
2025	40,000							40,000
2026	26,000						1,047,600	1,073,600
2027	40,000					7,000		47,000
2028	27,000						1,396,800	1,423,800
2029	40,000				75,000	8,000	164,500	287,500
2030	28,000							28,000
2031	40,000	5,995		241,300		8,000		295,295
2032	29,000						422,900	451,900
2033	40,000					9,000	59,000	108,000
2034	30,000							30,000
2035	40,000					9,000	1,129,000	1,178,000
2036	31,000						67,000	98,000
2037	40,000	100,104				10,000	637,400	787,504
2038	32,000	7,391						39,391
2039	40,000			90,000		10,000		140,000
2040	33,000						56,800	89,800
2041	40,000					11,000	801,500	852,500
2042	34,000							34,000
2043	40,000					11,000		51,000
2044	35,000						222,500	257,500
2045	40,000	9,079	174,600			12,000	87,500	323,179
2046	36,000			301,700				337,700
2047	40,000				110,000	12,000		162,000
2048	37,000						449,800	486,800
2049	40,000					13,000	95,000	148,000
2050	38,000						79,900	117,900
2051	40,000			110,000		13,000	1,527,800	1,690,800
2052	39,000	11,174					1,313,100	1,363,274
2053	40,000					14,000	110,900	164,900
2054	40,000							40,000
2055	40,000					14,000	769,300	823,300
2056	41,000							41,000

**General Fixed Asset Replacement Fund**  
**Capital Summary - Warning Sirens**

By Siren Number and Location												
	#1	#2	#3	#4	#5	#6	#7	#8	LC	VH		Total
	Maint	Sherwd	Lake	Victoria	Turtle	Well	Rice Crk		50% of cost			
Year	Center	Road	Judy	& 694	Lake School	#6	Park/ Pkvw Dr	Shamrock Park	Rice & Country Dr	Rice & Snl Lk Rd	Radio Controls	Siren Costs
2011	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2012	15,000										5,000	20,000
2013				15,000					7,500			22,500
2014					7,500					15,000		22,500
2015			15,000									15,000
2016		15,000										15,000
2020								20,000				20,000
2022						21,000						21,000
2024	22,000											22,000
2025							23,000					23,000
2033				28,000	28,000				14,000	14,000		84,000
2036			30,000									30,000
2042		35,000										35,000
2045								37,000				37,000
2047						39,000						39,000
2049	41,000											41,000
2050							42,000					42,000

**General Fixed Asset Replacement Fund**  
**Capital Summary - Information Systems**

Year	Computers	Printers	Servers	Security Systems	Recovery/ Backup	Communica- tions	LAN/ Network	Specialized Software	Other	Estimated Replacement Cost
2011	\$ 22,000	\$ 2,000	\$ 15,000	\$ 34,400	\$ 16,000	\$ 31,100	\$ 109,000	\$ 10,000	\$ 6,500	\$ 246,000
2012	20,000	2,000	19,000	1,500	20,000	23,000	10,000	9,000	9,000	113,500
2013	25,000	23,000	-	1,500	-	7,000	9,000	29,000	10,000	104,500
2014	20,000	2,000	30,000	1,500	40,000	7,000	7,000	4,000	10,000	121,500
2015	20,000	2,000	32,000	15,500	-	22,000	12,000	20,000	6,000	129,500
2016	20,000	2,000	29,000	1,500	-	7,000	7,000	-	9,000	75,500
2017	20,000	23,000	11,000	1,500	40,000	2,000	9,000	30,000	8,000	144,500
2018	20,000	12,000	30,000	1,500	-	7,000	8,500	13,000	15,000	107,000
2019	22,000	12,000	25,000	2,000		7,000	8,000		13,000	89,000
2020	22,000	12,000	30,000	2,000		7,000	8,000		13,000	94,000
2021	22,000	12,000	25,000	2,000	13,000	7,000	8,000		13,000	102,000
2022	22,000	12,000	30,000	2,000		7,000	8,000		13,000	94,000
2023	22,000	12,000	25,000	2,000		7,000	8,000		13,000	89,000
2024	24,000	12,000	30,000	2,000	11,000	7,000	8,000		13,000	107,000
2025	24,000	12,000	25,000	2,000		5,000	8,000		13,000	89,000
2026	24,000	12,000	30,000	2,000		5,000	8,000		13,000	94,000
2027	24,000	12,000	25,000	2,000	9,000	7,000	8,000		80,000	167,000
2028	24,000	12,000	30,000	2,000		5,000	8,000		13,000	94,000
2029	26,000	12,000	25,000	2,000		7,000	4,000	300,000	13,000	389,000
2030	26,000	12,000	30,000	2,000	9,000	7,000	8,000		13,000	107,000
2031	26,000	12,000	25,000	2,000		5,000	6,000		13,000	89,000
2032	26,000	12,000	30,000	2,000		5,000	6,000		13,000	94,000
2033	26,000	12,000	25,000	2,000	9,000	7,000	8,000		13,000	102,000
2034	28,000	12,000	30,000	2,000		4,000	5,000		13,000	94,000
2035	28,000	12,000	25,000	2,000		4,000	5,000		13,000	89,000
2036	28,000	12,000	30,000	2,000	7,000	7,000	8,000		13,000	107,000
2037	28,000	12,000	23,000	2,000		4,000	5,000		80,000	154,000
2038	28,000	12,000	30,000	2,000		4,000	5,000		13,000	94,000
2039	30,000	12,000	25,000	2,000	5,000	7,000	8,000		13,000	102,000
2040	30,000	12,000	30,000	2,000		7,000			13,000	94,000
2041	30,000	12,000	25,000	2,000		7,000			13,000	89,000
2042	30,000	12,000	30,000	2,000	13,000	7,000			13,000	107,000
2043	30,000	12,000	25,000	2,000		7,000			13,000	89,000
2044	32,000	12,000	30,000	2,000		5,000			13,000	94,000
2045	32,000	12,000	25,000	2,000	11,000	7,000			13,000	102,000
2046	32,000	12,000	30,000	2,000		5,000			13,000	94,000
2047	32,000	12,000	23,000	2,000		5,000			80,000	154,000
2048	32,000	12,000	30,000	2,000	11,000	7,000			13,000	107,000
2049	34,000	12,000	25,000	2,000		5,000		366,000	11,000	455,000
2050	34,000	12,000	30,000	2,000		5,000			11,000	94,000
2051	34,000	12,000	25,000	2,000	9,000	5,000			15,000	102,000
2052	34,000	12,000	30,000	2,000		5,000			11,000	94,000
2053	34,000	12,000	25,000	2,000		5,000			11,000	89,000
2054	36,000	12,000	30,000	2,000	7,000	5,000			15,000	107,000
2055	36,000	12,000	25,000	2,000		5,000	3,000		6,000	89,000
2056	36,000	12,000	30,000	2,000		5,000	3,000		6,000	94,000

**General Fixed Asset Replacement Fund**  
**Capital Summary - Municipal Buildings (including city hall and community center)**

Year	Mechanicals, Roof & Exterior	Carpet	Banquet Rooms	Pool Equip Water Treatment Pool Stairs Water Features	All Other Equipment	Locker Rooms and Other Replacement Allowances	Total Building Replacement Costs
2011	\$ 266,500	\$ -	\$ 21,602	\$ 37,830	\$ 242,202	\$ 88,990	\$ 657,124
2012	72,000	-	70,000	190,000	25,000	-	357,000
2013	-	40,000	15,000	109,000	90,000	55,000	309,000
2014	-	90,000	90,000	-	30,000	75,000	285,000
2015	450,000	-	-	-	95,000	81,000	626,000
2016	-	-	15,000	100,000	30,000	80,000	225,000
2017	-	48,000	102,000	45,000	65,000	85,000	345,000
2018	-	52,000	-	88,400	30,000	85,000	255,400
2019	-	-	15,000	45,000	20,000	90,000	170,000
2020	-	45,000	106,000	-	20,000	290,000	461,000
2021	-	85,000	40,000	39,000	70,000	308,000	542,000
2022	-	-	15,000	235,000	20,000	95,000	365,000
2023	-	-	-	160,000	30,000	150,000	340,000
2024	-	52,000	60,000	-	20,000	150,000	282,000
2025	550,000	-	15,000	20,000	75,000	220,000	880,000
2026	-	-	-	-	101,000	155,000	256,000
2027	-	50,000	-	10,000	20,000	160,000	240,000
2028	-	144,000	15,000	50,000	30,000	160,000	399,000
2029	-	-	50,000	120,000	80,000	165,000	415,000
2030	281,000	-	142,000	126,000	20,000	6,165,000	6,734,000
2031	-	56,000	129,000	106,000	250,000	215,200	756,200
2032	-	-	-	184,000	20,000	170,000	374,000
2033	-	-	-	276,700	95,000	175,000	546,700
2034	300,000	55,000	15,000	88,000	25,000	175,000	658,000
2035	-	95,000	-	20,000	25,000	263,000	403,000
2036	-	-	-	-	165,000	180,000	345,000
2037	-	-	75,000	20,000	90,000	185,000	370,000
2038	-	116,000	75,000	-	151,000	185,000	527,000
2039	525,000	-	-	10,000	25,000	190,000	750,000
2040	-	-	206,000	316,000	255,000	190,000	967,000
2041	-	60,000	-	95,000	95,000	474,600	724,600
2042	-	105,000	-	58,000	25,000	195,000	383,000
2043	-	-	15,000	220,500	35,000	200,000	470,500
2044	-	-	-	-	25,000	200,000	225,000
2045	1,331,000	68,000	150,000	10,000	100,000	317,000	1,976,000
2046	-	-	85,000	73,000	25,000	205,000	388,000
2047	-	-	-	65,000	25,000	210,000	300,000
2048	-	65,000	-	101,900	35,000	210,000	411,900
2049	-	110,000	15,000	260,000	105,000	215,000	705,000
2050	255,000	58,000	257,000	228,000	190,000	2,215,000	3,203,000
2051	-	-	-	45,000	25,000	220,000	290,000
2052	-	72,000	95,000	724,000	25,000	220,000	1,136,000
2053	-	-	80,000	276,700	120,000	225,000	701,700
2054	-	70,000	-	-	25,000	225,000	320,000
2055	89,000	115,000	15,000	10,000	325,000	350,000	904,000
2056	-	-	-	-	25,000	230,000	255,000

**General Fixed Asset Replacement Fund**  
**Capital Summary - Park Facilities**

Year	Buildings	Picnic Shelters	Playground Equipment	Pavement		Fencing/ Backboards	Lights	Misc. Items	Total All Parks
				Courts	Parking/ Driveway				
2011	\$ 30,000	\$ -	\$ -	\$ 15,000	\$ 37,100	\$ -	\$ -	\$ 45,000	\$ 127,100
2012	-	-	119,000	-	3,400	10,000	-	175,000	307,400
2013	-	20,000	-	40,000	125,000	-	-	95,000	280,000
2014	22,000	10,000	-	-	4,700	-	-	-	36,700
2015	-	5,000	-	-	237,100	35,000	-	46,000	323,100
2016	50,000	-	-	40,000	78,000	20,000	-	15,000	203,000
2017	-	-	-	40,000	72,400	-	-	-	112,400
2018	18,000	-	195,000	40,000	82,000	20,000	28,000	-	383,000
2019	15,000	-	-	80,000	-	44,000	-	-	139,000
2020	37,000	-	-	40,000	160,000	60,000	28,000	45,000	370,000
2021	-	-	-	74,000	-	-	-	54,000	128,000
2022	15,000	-	220,000	-	-	-	29,000	-	264,000
2023	-	-	-	-	-	-	24,000	100,000	124,000
2024	18,000	-	120,000	-	35,800	-	-	-	173,800
2025	42,000	-	-	-	-	-	-	100,000	142,000
2026	-	-	-	18,000	-	-	-	100,000	118,000
2027	-	-	-	-	-	-	-	100,000	100,000
2028	42,000	-	100,000	18,000	73,000	-	-	-	233,000
2029	27,000	20,000	-	18,000	-	22,000	-	-	87,000
2030	-	-	100,000	36,000	135,000	-	-	53,000	324,000
2031	15,000	-	-	25,000	14,100	-	27,000	73,000	154,100
2032	33,000	-	-	18,000	-	-	-	67,000	118,000
2033	-	-	185,000	-	-	-	-	60,000	245,000
2034	15,000	-	135,000	-	-	-	-	100,000	250,000
2035	76,000	-	95,000	-	-	80,000	42,000	50,000	343,000
2036	-	-	-	-	-	-	-	100,000	100,000
2037	15,000	-	-	-	-	-	-	100,000	115,000
2038	-	-	-	50,000	17,600	-	-	50,000	117,600
2039	-	89,000	-	111,000	-	30,000	-	-	230,000
2040	15,000	38,000	-	50,000	114,000	164,000	-	65,000	446,000
2041	-	-	-	-	-	-	-	100,000	100,000
2042	-	-	257,000	50,000	-	-	-	-	307,000
2043	15,000	-	-	57,000	-	-	-	100,000	172,000
2044	33,000	-	142,000	50,000	-	33,000	41,000	-	299,000
2045	49,000	-	-	-	263,200	-	-	212,000	524,200
2046	15,000	-	-	-	-	-	36,000	74,000	125,000
2047	-	-	-	-	-	65,000	-	-	65,000
2048	49,000	-	142,000	82,000	-	-	-	100,000	373,000
2049	64,000	30,000	-	-	54,600	-	98,000	-	246,600
2050	50,000	-	142,000	-	114,000	165,000	-	-	471,000
2051	-	-	-	82,000	-	-	40,000	100,000	222,000
2052	75,000	-	-	82,000	140,200	-	-	-	297,200
2053	-	-	265,000	73,000	214,000	-	-	100,000	652,000
2054	-	-	200,000	-	150,000	-	-	-	350,000
2055	75,000	-	125,000	77,000	65,000	-	-	50,000	392,000
2056	-	-	-	-	-	-	-	100,000	100,000

**General Fixed Asset Replacement Fund**  
**Capital Summary - Trails and Pathways**

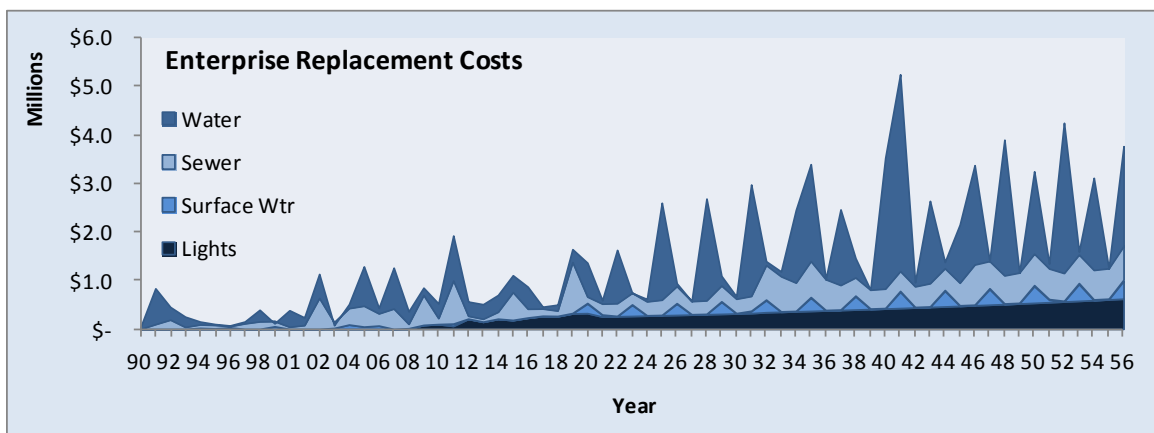
Year	Park	Description	Trail Rehabilitation & Replacement		Total Cost
			Rehab.	Replace	
2011	Sitzer, Lex, Snl Lk Rd	Asphalt path	\$ 70,000		\$ 70,000
2012	County Rd F, Demar, Floral	Asphalt path		22,000	22,000
2012	NW Corner	Asphalt path	70,000		70,000
2013	NE Corner	Asphalt path	73,000		73,000
2014	Bobby Theisen	Asphalt path	70,000		70,000
2014	County Road I (W end)	Asphalt path	70,000		70,000
2015	Center section	Asphalt path	80,000		80,000
2016	Windward Hgts neighborhood	Asphalt path		94,000	94,000
2016	Allowance	Asphalt path	81,600		81,600
2017	Allowance	Asphalt path	83,200		83,200
2018	Allowance	Asphalt path	84,900		84,900
2019	Allowance	Asphalt path	86,600		86,600
2020	Allowance	Asphalt path	88,300		88,300
2021	Allowance	Asphalt path	90,100		90,100
2022	Allowance	Asphalt path	91,900	100,000	191,900
2023	Allowance	Asphalt path	93,700		93,700
2024	Allowance	Asphalt path	95,600		95,600
2025	Allowance	Asphalt path	97,500		97,500
2026	Allowance	Asphalt path	99,500		99,500
2027	Allowance	Asphalt path	101,500		101,500
2028	Allowance	Asphalt path	103,500		103,500
2029	Allowance	Asphalt path	105,600		105,600
2030	Allowance	Asphalt path	107,700	125,000	232,700
2031	Allowance	Asphalt path	109,900		109,900
2032	Allowance	Asphalt path	112,100		112,100
2033	Allowance	Asphalt path	114,300		114,300
2034	Allowance	Asphalt path	116,600		116,600
2035	Allowance	Asphalt path	118,900		118,900
2036	Allowance	Asphalt path	121,300		121,300
2037	Allowance	Asphalt path	123,700		123,700
2038	Allowance	Asphalt path	126,200	140,000	266,200
2039	Allowance	Asphalt path	128,700		128,700
2040	Allowance	Asphalt path	131,300	157,000	288,300
2041	Allowance	Asphalt path	133,900		133,900
2042	Allowance	Asphalt path	136,600		136,600
2043	Allowance	Asphalt path	139,300		139,300
2044	Allowance	Asphalt path	142,100		142,100
2045	Allowance	Asphalt path	144,900	174,000	318,900
2046	Allowance	Asphalt path	147,800		147,800
2047	Allowance	Asphalt path	150,800		150,800
2048	Allowance	Asphalt path	153,800		153,800
2049	Allowance	Asphalt path	156,900		156,900
2050	Allowance	Asphalt path	160,000		160,000
2051	Allowance	Asphalt path	163,200		163,200
2052	Allowance	Asphalt path	166,500	190,000	356,500
2053	Allowance	Asphalt path	169,800		169,800
2054	Allowance	Asphalt path	173,200		173,200
2055	Allowance	Asphalt path	176,700	210,000	386,700
2056	Allowance	Asphalt path	180,200		180,200



## Proprietary Funds

Proprietary operations are accounted for through Enterprise funds (for utility operations) and Internal Service funds (for operation of the maintenance center). The infrastructure replacement policy requires preparation of 20-year operating projections at least every 5 years. City staff prepares the analysis in most years, and on occasion an outside consultant is hired to prepare a utility rate study. Both methods include a comprehensive twenty-year analysis of operations and capital costs; and provide a recommendation for utility rates and inter-fund charges (in support Internal Service operations). The last utility rate study prepared by staff occurred in early 2011, and the last study prepared by an outside consultant occurred in 2002. Since the 2011 CHIRP included 20-year operating projections, this document contains the standard 5-year projections that are also presented in the City's FYOP.

Enterprise capital costs are financed through a combination of debt issuance and the use of current resources. Over the next twenty years enterprise funds will provide for the replacement of approximately \$23 million in water, sewer and surface water system replacements. The following graph provides an illustration of historical and anticipated replacement costs.



The replacement projections for utility assets presented in this document are prepared in aggregate considering the overall age and condition of the assets. Repair and replacement projections are not prepared for specific neighborhoods or projects until the anticipated project is included in the five-year capital improvement program. For example, a review of water and sewer lines indicates that materials used during different stages of Shoreview's development resulted in different expected lives. Lines installed in the 1960's and early 1970's were made of materials that cannot be expected to last as long as the lines installed later in the 1970's and in the 1980's. Newer materials and construction techniques allow us to assume longer life spans for lines installed during the latter stages of the rapid residential growth.

The City's Enterprise Funds include:

- Water Fund
- Sewer Fund
- Surface Water Management Fund
- Street Lighting Fund

Factors considered as part of the annual utility analysis, the FYOP, and periodic 20-year operating projections include:

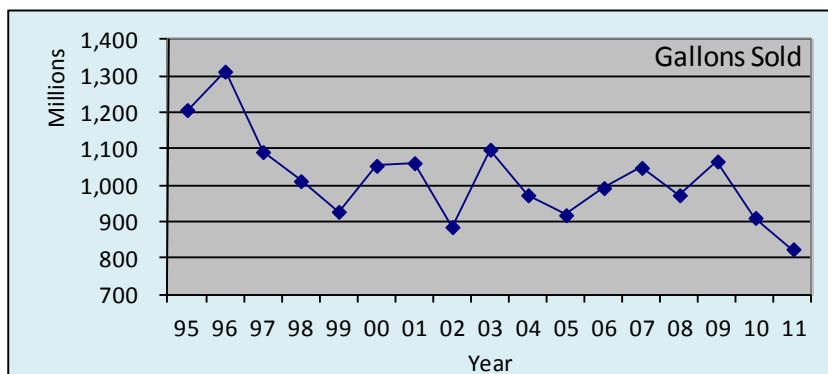
- Cash balances and cash balance objectives
- Debt levels, future debt issuance and debt payments
- New connections to utility services
- Capital costs (additions, repairs and replacements)
- Water consumption trends
- Sewage flows and treatment costs
- Operating costs
- Maintenance strategies

Operating projections provided on the following pages were prepared as part of the City's FYOP, and were compiled based on number of assumptions including the rate of inflation, water consumption levels, estimated replacement costs and others. These projections, in conjunction with historical activity, help identify and address potential changes in advance, provide the basis for the operating projections, and influence utility rate adjustments. Establishing utility rates as a long-term strategy helps the City adjust rates gradually whenever possible, reducing the impact in any single year.

### Usage Trends

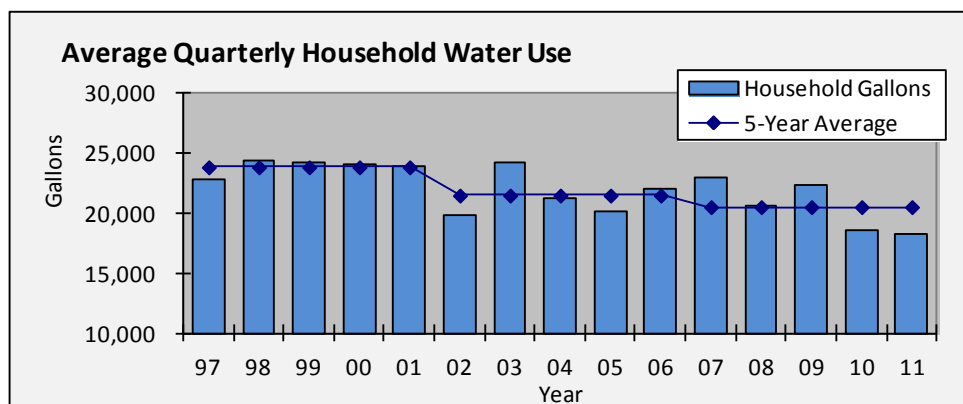
In recent years a combination of weather (rainfall), an aging population, and changes in usage patterns have contributed to an overall decline in average household water use. Although the City expects variations in water consumption from year to year, mainly due to rainfall fluctuations and timing, a trend among residential customers in winter months also demonstrates reduced water consumption.

The graph at right shows the fluctuations in total water use from year to year, and also illustrates an overall trend toward lower water consumption. Major changes from year to year are primarily the result of rainfall, because 50% of water is sold during the four months that make up the growing season.

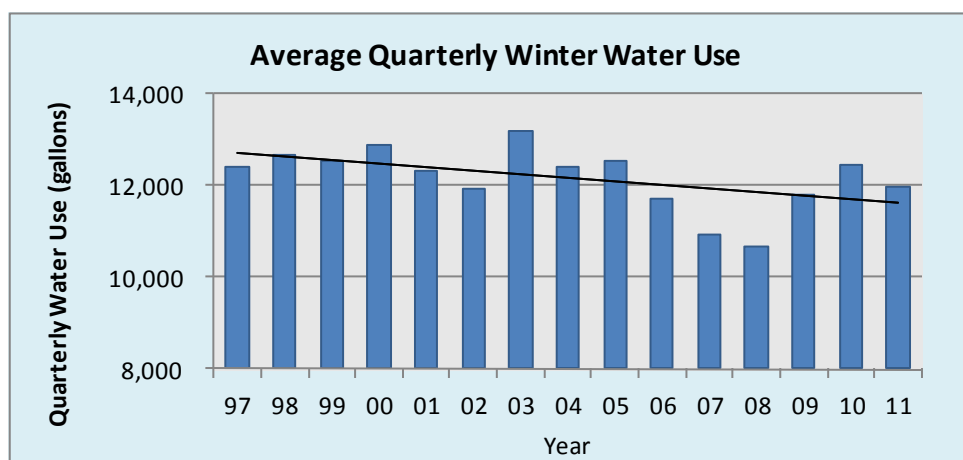


Household water use accounts for 70% to 77% of gallons consumed. Two graphs provided on the next page illustrate a decline in quarterly household water use.

Average quarterly household water use in the last five years (2006 to 2010) is approximately 4.5 percent lower than the previous 5 years, and about 13.9 percent lower than the late 1990s.



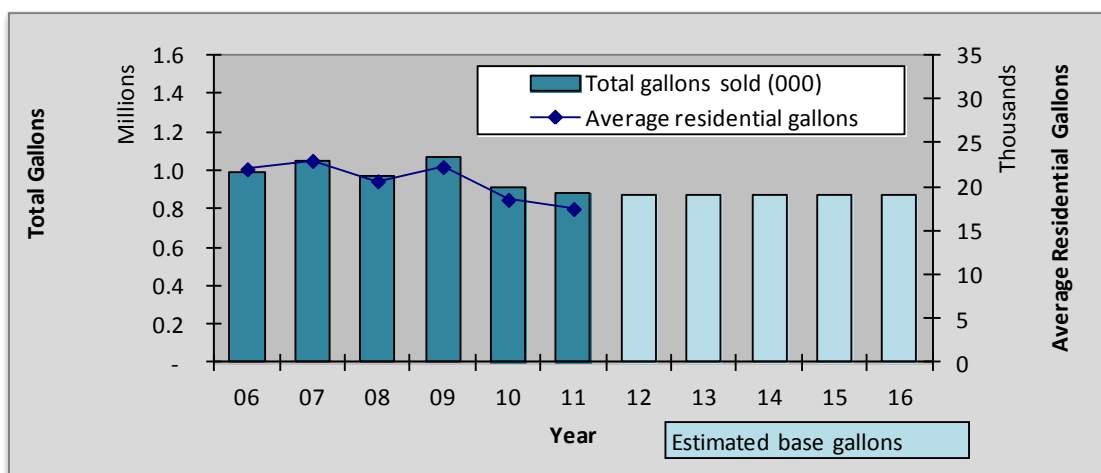
Overall, average quarterly household water use during winter months is also declining. The graph below shows average quarterly winter water use as well as a trend line for winter consumption since 1997.



## Water Fund

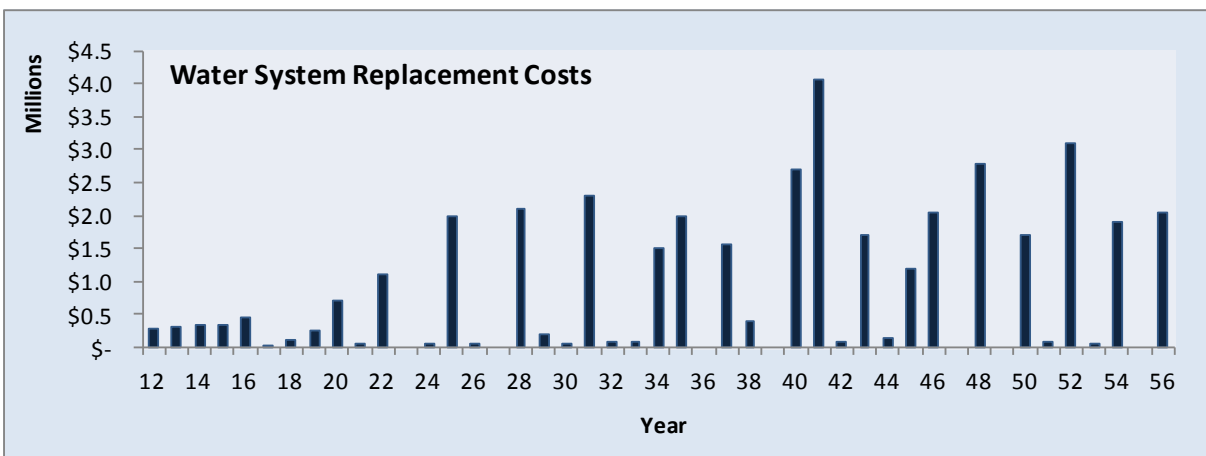
In setting water rates the City expects fluctuations in water consumption from year to year, and the resulting fluctuations in water revenue. Revenue projections utilize a “base year” approach for estimating gallons sold, which enables the City to set rates at levels that support operations, without allowing temporary fluctuations in revenue to increase gallon projections.

Between the historical trend toward reduced water consumption, and the high rainfall experienced during the summer of 2010 (which led to lower water consumption), the “base year” gallon estimate has been reduced 5 percent from previous projections, and is expected to remain relatively constant in the future.



Despite the challenges that fluctuating water consumption can cause, the operating projections on the next page show that planned adjustments to the City’s water rates will adequately support operations and capital costs with an operating gain in all years and an overall net gain in most years.

Significant water system costs for the near future include water line replacements, rehabilitation of the underground reservoir, an update of well controls and the addition of a water treatment plant.



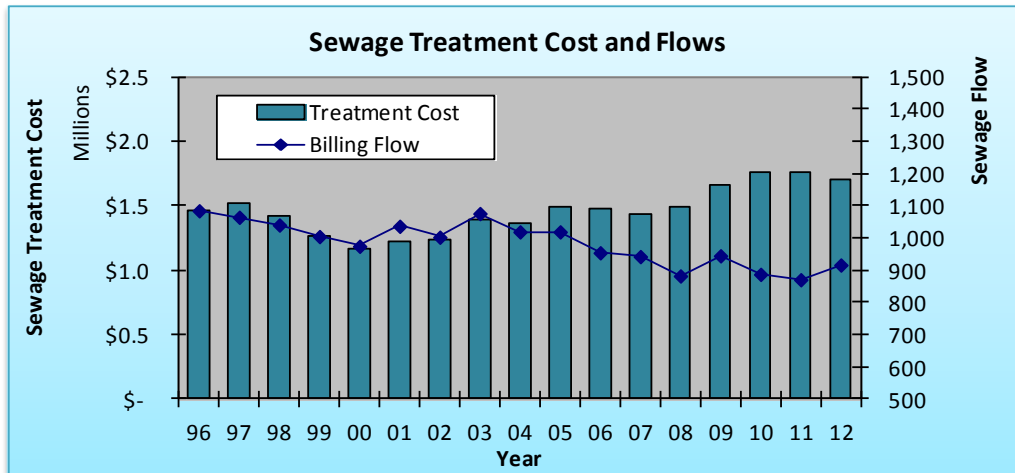
<b>Water Fund</b>	2011 Estimate	2012 Budget	2013 Budget	2014 Projected	2015 Projected	2016 Projected
<b>Revenue</b>						
Special Assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utility Charges	2,070,000	2,460,000	2,555,000	2,660,000	2,765,000	3,095,000
Late Fees/Utility Charges	-	-	-	-	-	-
Water Facility Charges	4,000	4,000	4,000	4,000	4,000	4,000
Other Charges	4,500	4,800	5,000	5,000	5,000	5,000
Other Revenues	-	-	-	-	-	-
Total Revenue	2,078,500	2,468,800	2,564,000	2,669,000	2,774,000	3,104,000
<b>Expense</b>						
Enterprise Operations	1,432,867	1,455,461	1,488,456	1,539,744	1,585,505	1,581,652
Miscellaneous	-	-	-	-	-	-
Depreciation	605,000	630,000	637,000	644,000	650,000	800,000
Total Expense	2,037,867	2,085,461	2,125,456	2,183,744	2,235,505	2,381,652
<b>Operating Income (Loss)</b>	40,633	383,339	438,544	485,256	538,495	722,348
<b>Other Sources (Uses)</b>						
Interest Earnings	50,000	55,000	55,000	60,000	60,000	65,000
Contributed Capital Assets	-	-	-	-	-	-
Intergovernmental	13,370	13,200	12,940	12,620	12,200	11,630
Debt Service	(205,944)	(184,287)	(171,435)	(185,837)	(173,162)	(599,619)
Transfers Out	(225,000)	(240,000)	(262,500)	(277,500)	(307,500)	(337,500)
Net Change	(326,941)	27,252	72,549	94,539	130,033	(138,141)
Fund Equity, beginning	12,678,908	12,351,967	12,379,219	12,451,768	12,546,307	12,676,340
Fund Equity, ending	\$ 12,351,967	\$ 12,379,219	\$ 12,451,768	\$ 12,546,307	\$ 12,676,340	\$ 12,538,199
Months of oper/cap coverage	11.7	10.4	13.4	3.3	13.0	13.9
Cash balance	\$ 2,862,641	\$ 2,546,198	\$ 3,310,546	\$ 3,317,491	\$ 4,113,743	\$ 4,065,646
Capital costs	\$ 942,900	\$ 416,000	\$ 365,500	\$ 311,500	\$ 9,363,800	\$ 470,000
Unspent bond proceeds	\$ -					
General transfer percent of assets	0.64%	0.68%	0.73%	0.78%	0.66%	0.73%
	blended	blended				
Rate Increase (middle tier)	10.0%	14.1%	4.1%	4.1%	4.1%	12.0%
Change in utility charge revenue	8.9%	18.8%	3.9%	4.1%	3.9%	11.9%
Debt issued	\$ -	\$ -	\$ 790,000	\$ -	\$ 9,780,000	\$ 480,000
Debt payments (principal)	\$ 460,000	\$ 550,000	\$ 365,000	\$ 415,000	\$ 395,000	\$ 715,000
Debt balance (year end)	\$ 5,250,000	\$ 4,700,000	\$ 5,125,000	\$ 4,710,000	\$ 14,095,000	\$ 13,860,000
Gallons of water sold (000)	881,146	875,156	875,000	875,000	875,000	875,000
Quarterly residential gallons (avg)	17,500					
Quarterly multi-family gallons (avg)	9,168					

**Water Fund**  
**Capital Summary**

Year	Replacements						Total Capital Costs
	Water Lines	Treatment Plant	Wells, Generator, & Controls	Towers/ Reservoir	Additions	Misc. Capital	
2011	\$ 117,000	\$ -	\$ -	\$ 810,000	\$ -	\$ 15,000	\$ 942,000
2012	294,000	-	-	-	110,000	9,000	413,000
2013	300,000	-	-	-	-	15,000	315,000
2014	306,500	-	40,000	-	-	15,000	361,500
2015	248,000	-	100,000	-	9,000,000	15,000	9,363,000
2016	455,000	-	-	-	-	15,000	470,000
2017	38,000	-	-	-	-	15,000	53,000
2018	122,000	-	-	-	-	-	122,000
2019	141,000	-	125,000	-	-	-	266,000
2020	-	-	-	700,000	-	-	700,000
2021	-	-	-	70,000	-	-	70,000
2022	1,100,000	-	-	-	75,000	-	1,175,000
2023	-	-	-	-	-	-	-
2024	-	-	50,000	-	-	-	50,000
2025	1,100,000	-	-	900,000	-	-	2,000,000
2026	-	-	60,000	-	-	-	60,000
2027	-	-	-	-	-	-	-
2028	1,300,000	-	-	800,000	3,000,000	-	5,100,000
2029	-	200,000	-	-	-	-	200,000
2030	-	-	50,000	-	-	-	50,000
2031	1,300,000	-	-	1,000,000	-	-	2,300,000
2032	-	-	-	80,000	-	-	80,000
2033	-	-	100,000	-	-	-	100,000
2034	1,500,000	-	-	-	-	-	1,500,000
2035	-	-	2,000,000	-	-	-	2,000,000
2036	-	-	-	-	-	-	-
2037	1,500,000	-	60,000	-	-	-	1,560,000
2038	-	-	400,000	-	-	-	400,000
2039	-	-	-	-	-	-	-
2040	1,700,000	-	-	1,000,000	-	-	2,700,000
2041	-	4,000,000	60,000	-	-	-	4,060,000
2042	-	-	-	85,000	-	-	85,000
2043	1,700,000	-	-	-	-	-	1,700,000
2044	-	-	130,000	-	-	-	130,000
2045	-	-	-	1,200,000	-	-	1,200,000
2046	2,000,000	-	50,000	-	-	-	2,050,000
2047	-	-	-	-	-	-	-
2048	1,600,000	-	-	1,200,000	-	-	2,800,000
2049	-	-	-	-	3,500,000	-	3,500,000
2050	1,700,000	-	-	-	-	-	1,700,000
2051	-	-	-	100,000	-	-	100,000
2052	1,800,000	-	-	1,300,000	-	-	3,100,000
2053	-	-	60,000	-	-	-	60,000
2054	1,900,000	-	-	-	-	-	1,900,000
2055	-	-	-	-	-	-	-
2056	2,000,000	-	60,000	-	-	-	2,060,000

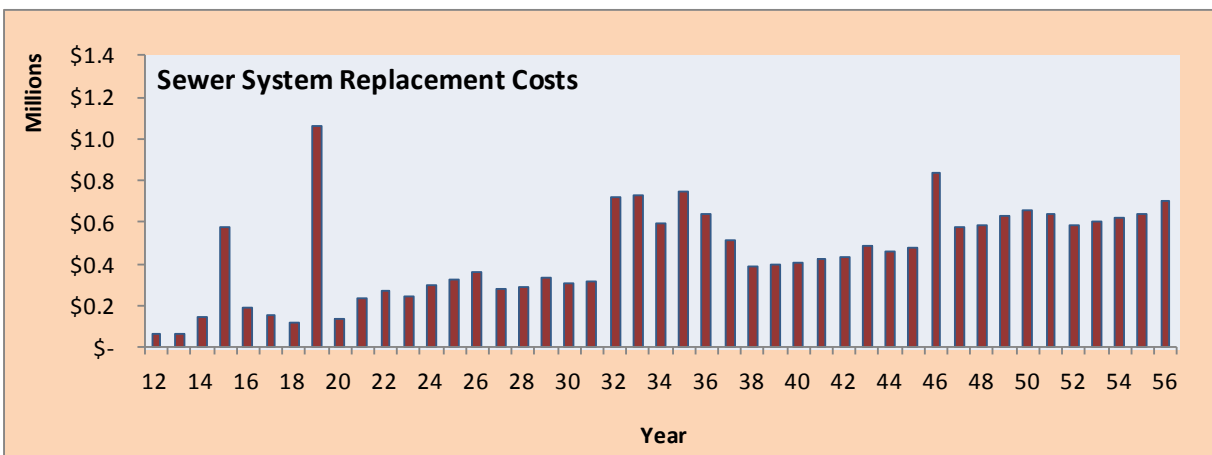
## Sewer Fund

The City's Sewer Fund accounts for the collection and treatment of wastewater (sewage) from homes and businesses throughout the community. Sewage is routed or pumped into facilities owned and operated by Metropolitan Council Environmental Services. Sewer rates are designed to reward low volume customers with lower sewer rates, and to charge high volume customers more because they contribute more flow to the sewer system. As shown in the graph below, even though sewage flow has declined, sewage treatment costs continue to rise.



Groundwater infiltration and storm water inflow, particularly during periods of heavy rain, impact the volume of sewage flow as well. Cracks in sewer lines, openings in manholes, and connections of roof drains to the sewer system allow water to flow directly into sewer pipes, driving up flows and sewage treatment costs. In an effort to reduce sewage flow the City is actively working to evaluate sewer lines and is using relining techniques to repair lines more effectively. The City recently completed a commercial roof and residential sump pump inspection program in an effort to identify inappropriate discharge into the sewer system and further reduce sewage flows.

The operating projections on the following page show that planned adjustments to the City's sewer rates will adequately support operations and capital costs.



<b>Sewer Fund</b>	2011 Estimate	2012 Budget	2013 Budget	2014 Projected	2015 Projected	2016 Projected
<b>Revenue</b>						
Special Assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services	200	200	200	200	200	200
Utility Charges	3,500,000	3,500,000	3,605,000	3,711,000	3,822,000	3,936,000
Late Fees/Utility Charges	-	-	-	-	-	-
Sewer Facility Charges	3,000	4,000	4,000	4,000	4,000	4,000
Other Charges	6,500	2,500	2,500	2,500	2,500	2,500
Other Revenues	-	-	-	-	-	-
Total Revenue	3,509,700	3,506,700	3,611,700	3,717,700	3,828,700	3,942,700
<b>Expense</b>						
Enterprise Operations	2,996,432	2,942,296	3,055,226	3,170,977	3,287,821	3,390,850
Miscellaneous	-	-	-	-	-	-
Depreciation	305,000	300,000	310,000	315,000	320,000	320,000
Total Expense	3,301,432	3,242,296	3,365,226	3,485,977	3,607,821	3,710,850
<b>Operating Income (Loss)</b>	208,268	264,404	246,474	231,723	220,879	231,850
<b>Other Sources (Uses)</b>						
Interest Earnings	25,000	25,000	30,000	35,000	40,000	45,000
Contributed Capital Assets	-	-	-	-	-	-
Intergovernmental	10,650	10,515	10,310	10,050	9,720	9,290
Debt Service	(77,228)	(72,843)	(68,884)	(64,018)	(60,138)	(83,867)
Transfers Out	(187,000)	(188,000)	(196,500)	(197,500)	(198,500)	(199,500)
Net Change	(20,310)	39,076	21,400	15,255	11,961	2,773
Fund Equity, beginning	7,178,612	7,158,302	7,197,378	7,218,778	7,234,033	7,245,994
Fund Equity, ending	\$7,158,302	\$7,197,378	\$7,218,778	\$7,234,033	\$7,245,994	\$7,248,767
Months of oper/cap coverage	6.6	6.7	6.6	5.9	7.1	7.4
Cash balance	\$1,963,697	\$2,082,738	\$2,141,965	\$2,191,617	\$2,486,235	\$2,599,741
Capital costs	\$ 905,800	\$ 74,000	\$ 115,500	\$ 118,750	\$ 590,300	\$ 197,000
Unspent bond proceeds	\$ -					
General transfer percent of assets	1.42%	1.41%	1.46%	1.45%	1.40%	1.39%
Rate Increase (middle tier)	10.0%	0.0%	3.0%	3.0%	3.0%	3.0%
Change in utility charge revenue	10.8%	0.0%	3.0%	2.9%	3.0%	3.0%
Debt issued	\$ -	\$ -	\$ -	\$ -	\$ 720,000	\$ 200,000
Debt payments (principal)	\$ 90,000	\$ 145,000	\$ 155,000	\$ 160,000	\$ 165,000	\$ 210,000
Debt balance (year end)	\$2,130,000	\$1,985,000	\$1,830,000	\$1,670,000	\$2,225,000	\$2,215,000



**Sewer Fund  
Capital Summary**

Year	Replacements					Misc. Capital	Total Capital Costs
	Sewer Lines	Relining- Televising	Lift Stations	Additions			
2011	\$ 20,000	\$ 675,000	\$ 200,000	\$ -	\$ 10,800	\$ 905,800	
2012	65,000	-	-	-	9,000	74,000	
2013	65,000	-	-	-	10,500	75,500	
2014	118,750	-	30,000	-	10,000	158,750	
2015	49,500	500,000	30,000	-	10,800	590,300	
2016	112,000	-	75,000	-	10,000	197,000	
2017	60,000	70,000	25,000	-	13,800	168,800	
2018	92,000	-	25,000	-	-	117,000	
2019	109,000	950,000	-	40,000	-	1,099,000	
2020	109,000	-	30,000	-	-	139,000	
2021	-	232,000	-	-	-	232,000	
2022	-	239,000	30,000	-	-	269,000	
2023	-	246,000	-	-	-	246,000	
2024	-	253,000	40,000	-	-	293,000	
2025	-	261,000	60,000	-	-	321,000	
2026	-	269,000	90,000	-	-	359,000	
2027	-	277,000	-	-	-	277,000	
2028	-	285,000	-	-	-	285,000	
2029	-	294,000	40,000	-	-	334,000	
2030	-	303,000	-	-	-	303,000	
2031	-	312,000	-	-	-	312,000	
2032	-	321,000	400,000	-	-	721,000	
2033	-	331,000	400,000	-	-	731,000	
2034	-	341,000	250,000	-	-	591,000	
2035	-	351,000	400,000	-	-	751,000	
2036	-	362,000	280,000	-	-	642,000	
2037	-	373,000	140,000	-	-	513,000	
2038	-	384,000	-	-	-	384,000	
2039	-	396,000	-	-	-	396,000	
2040	-	408,000	-	-	-	408,000	
2041	-	420,000	-	-	-	420,000	
2042	-	433,000	-	-	-	433,000	
2043	-	446,000	40,000	-	-	486,000	
2044	-	459,000	-	-	-	459,000	
2045	-	473,000	-	-	-	473,000	
2046	-	487,000	350,000	-	-	837,000	
2047	-	502,000	70,000	-	-	572,000	
2048	-	517,000	70,000	-	-	587,000	
2049	-	533,000	100,000	-	-	633,000	
2050	-	549,000	110,000	-	-	659,000	
2051	-	565,000	75,000	-	-	640,000	
2052	-	582,000	-	-	-	582,000	
2053	-	599,000	-	-	-	599,000	
2054	-	617,000	-	-	-	617,000	
2055	-	636,000	-	-	-	636,000	
2056	-	655,000	50,000	-	-	705,000	

## Surface Water Management Fund

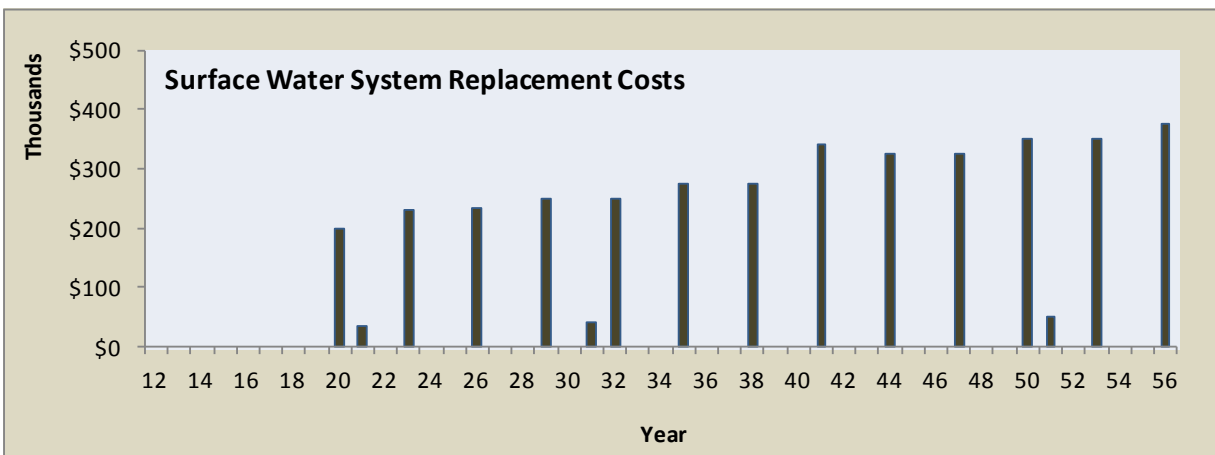
The City's surface water system collects and directs storm water runoff and provides protections for ground water quality. The program is designed to preserve and use natural water storage and retention systems as much as practical to reduce capital expenditures necessary to:

- Control excessive volumes and rates of runoff
- Improve ground water quality
- Prevent flooding and erosion from surface water flows
- Promote ground water recharge
- Protect and enhance fish and wildlife habitat
- Protect lake water quality

The program seeks to prevent flooding and improve ground water quality through utilization of wetlands, ponds and artificial detention areas. Wetland management allows the City to improve water quality and reduce City maintenance efforts through efforts such as sediment removal.

The operating projections on the next page show that planned adjustments to the City's surface water rates will adequately support operating and capital costs.

Significant surface water system costs planned for the near future include: storm system repairs and replacements, improvements, pond dredging, lift station controls, and storm improvements in conjunction with street renewal projects.



<b>Surface Water Fund</b>	2011 Estimate	2012 Budget	2013 Budget	2014 Projected	2015 Projected	2016 Projected
<b>Revenue</b>						
Special Assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utility Charges	960,600	1,056,000	1,162,000	1,212,000	1,264,000	1,318,000
Late Fees/Utility Charges	-	-	-	-	-	-
Snail Lake Augmentation Chgs	46,109	48,462	48,101	47,643	48,885	48,463
Other Charges	5,000	5,000	5,000	5,000	5,000	5,000
Other Revenues	-	-	-	-	-	-
Total Revenue	1,011,709	1,109,462	1,215,101	1,264,643	1,317,885	1,371,463
<b>Expense</b>						
Enterprise Operations	702,138	760,233	756,856	763,550	788,684	819,580
Miscellaneous	-	-	-	-	-	-
Depreciation	208,000	218,000	223,000	228,000	235,000	240,000
Total Expense	910,138	978,233	979,856	991,550	1,023,684	1,059,580
<b>Operating Income (Loss)</b>	101,571	131,229	235,245	273,093	294,201	311,883
<b>Other Sources (Uses)</b>						
Interest Earnings	16,000	24,000	28,000	31,000	25,000	30,000
Contributed Capital Assets	-	-	-	-	-	-
Intergovernmental	3,860	3,815	3,750	3,660	3,550	3,400
Debt Service	(92,047)	(85,602)	(75,594)	(88,060)	(77,089)	(101,728)
Transfers Out	(97,000)	(107,000)	(126,900)	(136,900)	(141,900)	(151,900)
Net Change	(67,616)	(33,558)	64,501	82,793	103,762	91,655
Fund Equity, beginning	7,406,507	7,338,891	7,305,333	7,369,834	7,452,627	7,556,389
Fund Equity, ending	\$ 7,338,891	\$ 7,305,333	\$ 7,369,834	\$ 7,452,627	\$ 7,556,389	\$ 7,648,044
Months of oper/capital coverage	5.7	2.6	5.1	2.2	5.4	8.5
Cash balance	\$ 728,612	\$ 285,988	\$ 698,691	\$ 296,842	\$ 841,623	\$ 1,168,159
Capital costs	\$ 211,667	\$ 369,000	\$ 121,400	\$ 424,100	\$ 345,900	\$ 541,900
Unspent bond proceeds						
General transfer percent of assets	0.46%	0.53%	0.64%	0.69%	0.71%	0.73%
Rate Increase (homes)	10.0%	10.0%	10.0%	4.3%	4.3%	4.3%
Change in utility charge revenue	11.0%	9.9%	10.0%	4.3%	4.3%	4.3%
Debt issued	\$ -	\$ -	\$ 510,000	\$ -	\$ 810,000	\$ 840,000
Debt payments (principal)	\$ 225,000	\$ 255,000	\$ 260,000	\$ 285,000	\$ 255,000	\$ 300,000
Debt balance (year end)	\$ 2,555,000	\$ 2,300,000	\$ 2,550,000	\$ 2,265,000	\$ 2,820,000	\$ 3,360,000

**Surface Water Management Fund**  
**Capital Summary**

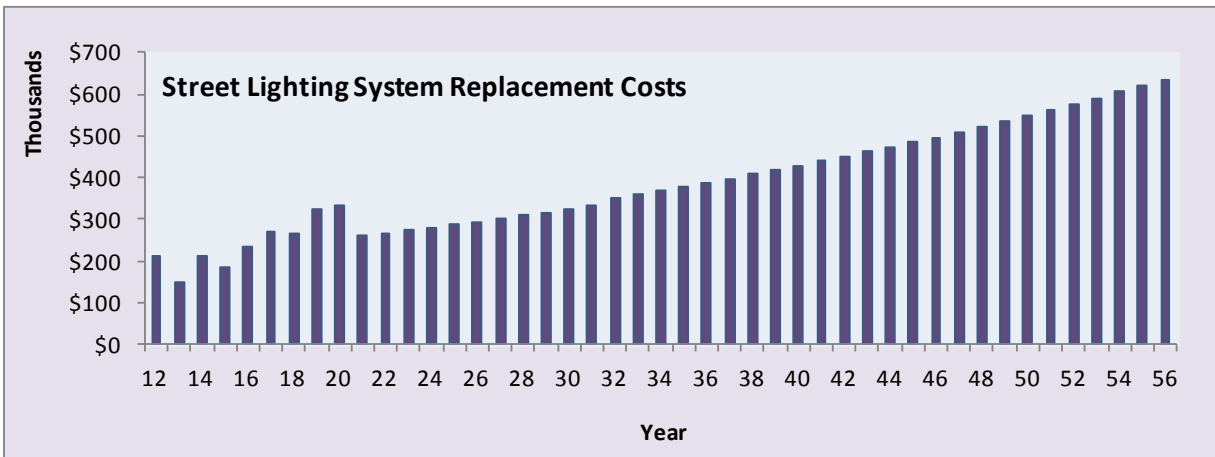
Year	Replacements			Misc. Capital	Total Capital Costs
	Storm Systems	Controls	Additions		
2011	\$ -	\$ 46,000	\$ 165,667	\$ -	\$ 211,667
2012	-	-	369,000	-	369,000
2013	-	-	121,400	-	121,400
2014	-	-	424,100	-	424,100
2015	-	-	345,900	-	345,900
2016	-	-	541,900	-	541,900
2017	-	-	374,900	-	374,900
2018	-	-	546,000	-	546,000
2019	-	-	550,600	-	550,600
2020	200,000	-	495,600	-	695,600
2021	-	35,000	65,000	-	100,000
2022	-	-	65,000	-	65,000
2023	230,000	-	125,000	-	355,000
2024	-	-	-	-	-
2025	-	-	-	-	-
2026	235,000	-	-	-	235,000
2027	-	-	-	-	-
2028	-	-	-	-	-
2029	250,000	-	-	-	250,000
2030	-	-	-	-	-
2031	-	40,000	-	-	40,000
2032	250,000	-	-	-	250,000
2033	-	-	-	-	-
2034	-	-	-	-	-
2035	275,000	-	-	-	275,000
2036	-	-	-	-	-
2037	-	-	-	-	-
2038	275,000	-	-	-	275,000
2039	-	-	-	-	-
2040	-	-	-	-	-
2041	300,000	40,000	-	-	340,000
2042	-	-	-	-	-
2043	-	-	-	-	-
2044	325,000	-	-	-	325,000
2045	-	-	-	-	-
2046	-	-	-	-	-
2047	325,000	-	-	-	325,000
2048	-	-	-	-	-
2049	-	-	-	-	-
2050	350,000	-	-	-	350,000
2051	-	50,000	-	-	50,000
2052	-	-	-	-	-
2053	350,000	-	-	-	350,000
2054	-	-	-	-	-
2055	-	-	-	-	-
2056	375,000	-	-	-	375,000

## Street Lighting Fund

Street lighting operations provide support for safe vehicle and pedestrian traffic throughout the community and the system includes lights owned by the City as well as lights leased from Xcel Energy. The City's Street Lighting Fund was created in 2004 in an effort to recover operating and replacement costs through user fees. Operation and maintenance of the street lighting system includes periodic rewiring of lights, energy costs, street light repairs, and complete replacement of lights.

Street light additions, replacements, repairs and energy costs have the most significant impact on the street lighting budget and rates. Repair and energy costs account for two-thirds of the street lighting budget, and replacement costs are expected to increase steadily as the oldest lights in the City are replaced.

The operating projections on the next page show that planned adjustments to the City's street lighting rates will adequately support operating and capital costs.



<b>Street Lighting Fund</b>	2011 Estimate	2012 Budget	2013 Budget	2014 Projected	2015 Projected	2016 Projected
<b>Revenue</b>						
Special Assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Utility Charges	365,000	456,000	474,000	493,000	513,000	533,000
Late Fees/Utility Charges	-	-	-	-	-	-
Other Revenues	500	500	500	500	500	500
Total Revenue	365,500	456,500	474,500	493,500	513,500	533,500
<b>Expense</b>						
Enterprise Operations	242,099	251,740	259,451	267,096	276,186	285,166
Miscellaneous	-	-	-	-	-	-
Depreciation	40,000	40,000	48,000	55,000	60,600	65,000
Total Expense	282,099	291,740	307,451	322,096	336,786	350,166
<b>Operating Income (Loss)</b>	83,401	164,760	167,049	171,404	176,714	183,334
<b>Other Sources (Uses)</b>						
Interest Earnings	2,500	2,500	2,700	2,700	3,000	3,000
Contributed Capital Assets	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Transfers In	-	-	-	-	-	-
Transfers Out	(12,600)	(15,600)	(19,000)	(22,000)	(24,000)	(26,500)
Net Change	73,301	151,660	150,749	152,104	155,714	159,834
Fund Equity, beginning	711,201	784,502	936,162	1,086,911	1,239,015	1,394,729
Fund Equity, ending	\$ 784,502	\$ 936,162	\$ 1,086,911	\$ 1,239,015	\$ 1,394,729	\$ 1,554,563
Months of oper/capital coverage	4.6	4.5	4.8	5.0	5.1	5.4
Cash balance	\$ 200,484	\$ 181,144	\$ 219,893	\$ 226,997	\$ 258,311	\$ 249,145
Capital costs	\$ 63,450	\$ 211,000	\$ 160,000	\$ 200,000	\$ 185,000	\$ 234,000
General transfer percent of assets	0.60%	0.70%	0.76%	0.83%	0.85%	0.83%
Rate Increase	5.0%	25.0%	4.0%	4.0%	4.0%	4.0%

**Street Lighting Fund  
Capital Summary**

	Replacements					Total Capital Costs
Year	Allowance		Street Projects	Additions	Misc. Capital	
2011	\$	63,450	\$ -	\$ -	\$ -	\$ 63,450
2012		150,000	61,000	-	-	211,000
2013		150,000	-	-	-	150,000
2014		150,000	60,000	-	-	210,000
2015		150,000	35,000	-	-	185,000
2016		150,000	84,000	-	-	234,000
2017		235,330	35,000	-	-	270,330
2018		241,220	25,000	-	-	266,220
2019		247,230	78,750	-	-	325,980
2020		253,410	78,750	-	-	332,160
2021		259,740	-	-	-	259,740
2022		266,240	-	-	-	266,240
2023		272,900	-	-	-	272,900
2024		279,710	-	-	-	279,710
2025		286,720	-	-	-	286,720
2026		293,890	-	-	-	293,890
2027		301,250	-	-	-	301,250
2028		308,770	-	-	-	308,770
2029		316,480	-	-	-	316,480
2030		324,380	-	-	-	324,380
2031		332,480	-	-	-	332,480
2032		351,450	-	-	-	351,450
2033		360,230	-	-	-	360,230
2034		369,240	-	-	-	369,240
2035		378,480	-	-	-	378,480
2036		387,950	-	-	-	387,950
2037		397,650	-	-	-	397,650
2038		407,590	-	-	-	407,590
2039		417,780	-	-	-	417,780
2040		428,240	-	-	-	428,240
2041		438,930	-	-	-	438,930
2042		449,920	-	-	-	449,920
2043		461,180	-	-	-	461,180
2044		472,700	-	-	-	472,700
2045		484,510	-	-	-	484,510
2046		496,620	-	-	-	496,620
2047		509,030	-	-	-	509,030
2048		521,760	-	-	-	521,760
2049		534,800	-	-	-	534,800
2050		548,160	-	-	-	548,160
2051		561,860	-	-	-	561,860
2052		575,920	-	-	-	575,920
2053		590,300	-	-	-	590,300
2054		605,060	-	-	-	605,060
2055		620,170	-	-	-	620,170
2056		635,680	-	-	-	635,680

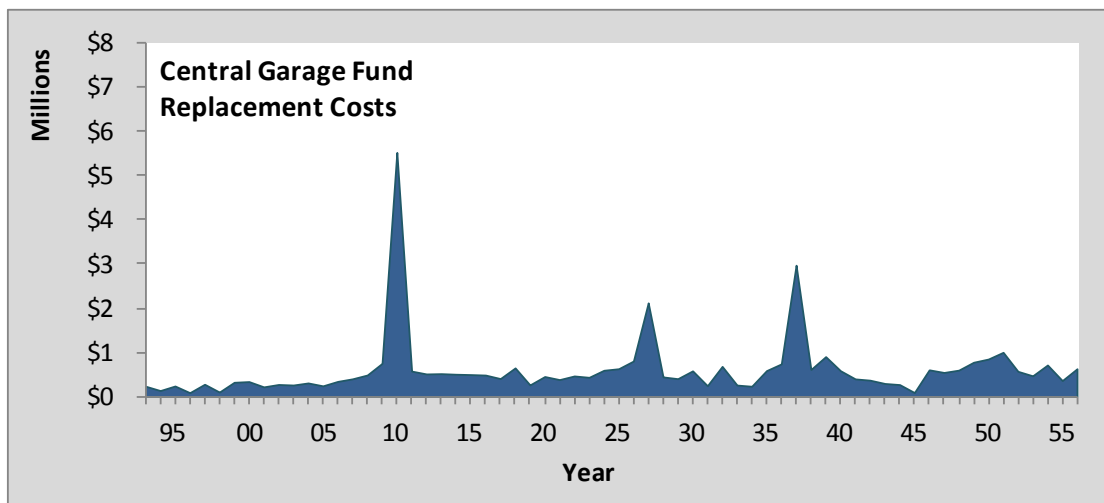
## Central Garage Fund

The Central Garage Fund supports operating costs, acquisition and replacement of vehicles and equipment, and maintenance of the garage facility. In turn, activities which use equipment pay inter-fund charges (equipment and building fees) to the fund. These charges are revised annually and are set based on projected operating costs, capital replacement needs, and anticipated capital additions.

The strategy used by the City when establishing rental fees is to consider a long-range view, because the fees are designed to increase gradually over time. Since capital needs vary from year to year, it is desirable to smooth out the impact on operating funds to avoid sharp increases and decreases in the resources that ultimately finance rental charges. For this reason, fund equity and cash balances are expected to rise and fall from year to year. In order to ensure that adequate balances are preserved, the City has established a minimum guideline for the Central Garage Fund cash balances equal to one half of annual operating costs.

Over the next twenty years the Central Garage Fund will provide for the replacement of approximately \$11 million in garage assets. The graph below shows historical and projected replacement costs.

Operating projections are presented on the next page.





<b>Central Garage Fund</b>	2011 Estimate	2012 Budget	2013 Budget	2014 Projected	2015 Projected	2016 Projected
<b>Revenue</b>						
Property Taxes	\$ 98,000	\$ 216,000	\$ 184,000	\$ 184,000	\$ 208,000	\$ 208,000
Central Garage Charges	1,109,080	1,137,680	1,153,020	1,181,090	1,192,490	1,192,790
Total Revenue	1,207,080	1,353,680	1,337,020	1,365,090	1,400,490	1,400,790
<b>Expense</b>						
Central Garage	546,685	576,564	590,407	607,605	623,481	639,873
Depreciation	646,000	673,000	696,000	716,000	715,000	720,000
Total Expense	1,192,685	1,249,564	1,286,407	1,323,605	1,338,481	1,359,873
<b>Operating Income (Loss)</b>	14,395	104,116	50,613	41,485	62,009	40,917
<b>Other Sources (Uses)</b>						
Interest Earnings	25,000	22,000	22,000	22,000	26,000	28,000
Other Revenues	-	-	-	-	-	5,000
Sale of Asset-Gain (Loss)	37,000	12,000	41,000	22,000	34,000	51,000
Contributed Capital Assets	-	-	-	-	-	-
Intergovernmental	-	120,715	86,530	85,570	83,920	81,840
Debt Service	(250,112)	(247,157)	(243,128)	(238,054)	(234,187)	(223,862)
Transfers In	180,600	180,600	200,900	200,900	200,900	200,900
Transfers Out	(13,000)	-	-	-	-	(11,000)
Net Change	(6,117)	192,274	157,915	133,901	172,642	172,795
Fund Equity, beginning	3,475,830	3,469,713	3,661,987	3,819,902	3,953,803	4,126,445
Fund Equity, ending	\$ 3,469,713	\$ 3,661,987	\$ 3,819,902	\$ 3,953,803	\$ 4,126,445	\$ 4,299,240
Months of oper/cap coverage [1]	7.2	9.0	9.7	10.4	11.3	12.1
Cash balance	\$ 1,212,962	\$ 1,540,885	\$ 1,666,564	\$ 1,795,696	\$ 1,977,292	\$ 2,133,967
Capital costs	\$ 462,798	\$ 511,500	\$ 518,000	\$ 505,000	\$ 497,000	\$ 506,000
Interfund charges percent change	6.3%	2.6%	1.3%	2.4%	1.0%	0.0%
Average annual percent change	9.1%					1.2%
Debt issued	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt payments (principal)	\$ -	\$ 100,000	\$ 245,000	\$ 245,000	\$ 250,000	\$ 255,000
Debt balance (year end)	\$ 5,615,000	\$ 5,515,000	\$ 5,270,000	\$ 5,025,000	\$ 4,775,000	\$ 4,520,000
[1] Excluding maintenance center expansion project						

**Central Garage Fund**  
**Capital Summary**

Year	Estimated Replacement Costs						Total Capital Costs
	Buildings			Machinery, Vehicles		Additions	
	Buildings	Parking/ Driveways	Description	Equipment	Other		
2011	\$ 134,000	\$ -	Bldg renovation	\$ 424,798	\$ 17,500	\$ 7,500	\$ 583,798
2012				476,500	35,000		511,500
2013				493,000	25,000		518,000
2014				480,000	25,000		505,000
2015				472,000	25,000		497,000
2016				443,000	43,000	20,000	506,000
2017		12,300		344,000	50,000	10,000	416,300
2018				599,000	50,000	27,000	676,000
2019				212,000	50,000	10,000	272,000
2020				403,000	50,000	28,000	481,000
2021	45,000			288,000	50,000	10,000	393,000
2022				416,000	50,000	29,000	495,000
2023				385,000	50,000	10,000	445,000
2024	50,000			495,000	50,000	30,000	625,000
2025		15,000		565,000	50,000	10,000	640,000
2026				755,000	50,000	31,000	836,000
2027	1,500,000			576,000	50,000	10,000	2,136,000
2028	55,000			339,000	50,000	32,000	476,000
2029				354,000	50,000	10,000	414,000
2030				532,000	50,000	33,000	615,000
2031	60,000			134,000	50,000	10,000	254,000
2032		18,600		615,000	50,000	34,000	717,600
2033				209,000	50,000	10,000	269,000
2034	65,000			117,000	50,000	35,000	267,000
2035		200,000		337,000	50,000	10,000	597,000
2036				690,000	50,000	36,000	776,000
2037	2,000,000			931,000	50,000	10,000	2,991,000
2038				562,000	50,000	37,000	649,000
2039		23,000		832,000	50,000	10,000	915,000
2040	75,000			460,000	50,000	38,000	623,000
2041				349,000	50,000	10,000	409,000
2042				320,000	50,000	39,000	409,000
2043	80,000			165,000	50,000	10,000	305,000
2044				220,000	50,000	40,000	310,000
2045				39,000	50,000	10,000	99,000
2046	85,000	28,100		442,000	50,000	41,000	646,100
2047				495,000	50,000	10,000	555,000
2048				548,000	50,000	42,000	640,000
2049	90,000			637,000	50,000	10,000	787,000
2050				800,000	50,000	43,000	893,000
2051				953,000	50,000	10,000	1,013,000
2052				521,000	50,000	44,000	615,000
2053		35,000		384,000	50,000	10,000	479,000
2054				665,000	50,000	45,000	760,000
2055	75,000			236,000	50,000	10,000	371,000
2056				580,000	50,000	50,000	680,000

# Comprehensive Infrastructure Replacement Policy (Adopted October 15, 1996)

## Introduction

The City of Shoreview is nearing full development, making replacement of its aging infrastructure of critical importance. Council members and management staff have deemed it necessary to adopt this comprehensive infrastructure replacement policy in order to facilitate the financial planning necessary to accommodate the timely replacement of assets, and to accommodate the following concerns.

- Providing for future replacements of infrastructure is a priority incorporated into the City of Shoreview's short and long term financial planning.
- Financing replacement costs is a difficult challenge for governmental entities throughout the country.
- Implementing replacement efforts at the appropriate time is considered necessary for national economic recovery.
- Maintaining reasonable tax levies and user fees, strong financial condition, moderate debt levels, and high bond ratings are priorities of the City.

## I. Objectives - This infrastructure replacement plan is designed to:

- A. **Create a permanent program** including a plan that shall be updated annually during the budget process. The replacement estimates and cash flow projections in the plan will be used to determine tax levies and user fees.
- B. **Moderate annual increases in the tax levy and user fees** by taking a long-term view of the revenue sources used to finance capital replacements.
- C. **Carefully plan for new debt** by requiring a long-term emphasis on rate setting because capital costs fluctuate from year to year. The long-term emphasis is desirable because capital replacement costs if funded exclusively through current revenues, would cause the citizens and business owners to experience dramatic annual changes in tax and utility bills.
- D. **Avoid assessing property owner twice** for the same improvement. Special assessments for any given improvement will be levied against a property only once. The City, as a whole, is primarily responsible for the payment of replacement and rehabilitation costs. The maximum cost to be assessed for any reconstruction and/or rehabilitation improvement is limited to the cost of added improvements plus a proportionate share of project engineering and administrative costs. The street renewal policy, attached, specifically addresses special assessments against benefited properties for street reconstruction, rehabilitation and resurfacing.

## II. General Assets - Capital costs associated with the replacement of general assets are accounted for in two capital project revolving funds, including the Street Renewal Fund, and the General Fixed Asset Replacement (GFAR) Fund. These funds accumulate resources dedicated for eligible capital replacements. Annual appropriations are made in the capital improvement program.

- A. **Requirements** which apply to both the Street Renewal and GFAR Funds include:
  - 1. Expenditures shall be limited to eligible capital replacement costs as described for each fund.
  - 2. Replacement projections shall be prepared for a minimum of forty years.

3. Investment interest earned within each fund shall remain in the fund.
  4. Inter-fund loans are subject to City Council approval and must be repaid with interest at the average rate of return on the City's investment portfolio. The finance department will determine the annual interest rate to be charged on inter-fund loans.
  5. Expenditures for purposes outside of the eligible costs for general assets are allowed only under one of the following two procedures:
    - The City Council declares a financial emergency by at least a four fifths vote, or
    - The City Council conducts a public hearing to declare its intent and to invite public input. Notice must be provided to the public and to each newspaper of general circulation throughout the City at least 30 days prior to the hearing. The notice shall include the amount and intended purpose of the proposed expenditure.
- B. **Street Renewal** - The Street Renewal fund was created in 1985 with an initial contribution of two million dollars from savings realized from a major bond defeasance in 1984. The fund provides a permanent program to manage, finance and implement the reconstruction, rehabilitation and resurfacing of residential streets within the City. The street renewal policy attached outlines design standards and the use of special assessments for new improvements. The following requirements are established for the Street Renewal Fund:
1. **Eligible capital costs** include the reconstruction, rehabilitation and resurfacing of residential streets. Property owners shall be assessed the estimated cost of added improvements and the street replacement cost shall be paid by the street renewal fund. Costs associated with the construction of new streets, water, sewer or storm improvements are not eligible capital costs in this fund.
  2. **Sources of revenue** include property taxes, investment interest and any additional monies the City may dedicate to residential street replacement in the future.
  3. **Minimum fund balances** of two million dollars shall be reserved and maintained so that an ongoing revenue stream from investment interest will be available. Capital replacement costs, which would cause a drop in fund balance below the initial contribution of two million dollars, shall not be allowed.
  4. **Use of bonding.** The street renewal fund shall have no direct outstanding debt. It is the intent of the City to finance the street renewal share of capital costs through the use of current resources. Transfers may be made to a debt service fund for the street renewal share of any project which is financed through the use of bonds provided that:
    - The street renewal monies are shown as a source of funding when the bond sale is authorized, and/or
    - The transfer is approved by the City Council in the budget document or through separate authorization.
- C. **General Fixed Asset Replacement Fund (GFAR)** was created in 1989 to collect revenues dedicated to the replacement and/or rehabilitation of general fixed assets. The fund provides a permanent program to manage and finance the replacement of assets accounted for in the general fixed asset account group. The following requirements are established for the GFAR fund:

1. **Eligible capital costs** include any replacement or rehabilitation costs for general fixed assets. Capital costs for new assets, or operating costs are not eligible. Assets reported in this account group include:
  - Public safety buildings and equipment
  - City hall building and furnishings
  - Community center building, furnishings and mechanical systems
  - Data processing systems
  - Park improvements and buildings
  - Trails
2. **Sources of revenue** include property taxes, investment interest and any additional monies the City may dedicate to general fixed asset replacements in the future.
3. **Minimum fund balances** are not required for the GFAR fund. Because of dramatic shifts in capital costs from year to year, no minimum fund balance is specified. However, capital costs, which would create a deficit, shall not be allowed.
4. **Use of bonding.** The GFAR fund shall have no direct outstanding debt. It is the intent of the City to finance most general fixed asset replacement costs through the use of current resources. However, on occasion the City may finance certain capital costs through the use of bonds, certificates of participation, equipment certificates, capital leases or some other financing mechanism. In these instances transfers may be made from the GFAR Fund to a debt service fund for the replacement portion of general fixed assets provided that:
  - The GFAR Fund is shown as a source of funding when the debt issue is authorized, and/or
  - The transfer is approved by the City Council in the budget document or through separate authorization.

**III. Proprietary Assets** - Capital costs associated with the replacement of proprietary assets are accounted for within three enterprise funds and one internal service fund. User fees charged by enterprise and internal service funds are designed to support operating and debt service expenses as well as capital replacements, additions and improvements that provide a citywide benefit.

- A. **Requirements** for the enterprise and internal service funds are general in nature because asset replacement is only one aspect of enterprise and internal service fund operations. For these funds the objective of this policy is to encourage long range thinking when establishing current user fees.
  1. **Replacement costs** shall be projected for a minimum of forty years.
  2. **Future system expansion** estimates (new improvements) shall be prepared for a minimum of ten years.
  3. **Operating projections** shall be prepared at least once every five years, and shall cover a period of twenty years.
  4. **User fees** shall be established each year based on operating, debt service and capital cost projections.

- B. **Enterprise Funds** account for the operations of utility services in a manner similar to private business enterprises. Each fund is designed so that the costs of providing goods and services to the public are recovered primarily through user charges, and depreciation is recognized for all assets. The City's enterprise funds include the Water Fund, Sewer Fund and the Surface Water Management (SWM) Fund. The following requirements are established for the City's enterprise funds:
1. **Sources of revenue** include all revenues collected by the enterprise funds. These typically include users fees (water, sewer and surface water), connection charges, area charges, investment interest and any additional monies the City may dedicate to enterprise operations.
  2. **Minimum cash balances** of one million dollars each in the Water and Sewer Funds are required. However, it is the City's intent to maintain Water and Sewer Fund cash balances in the amount of two million dollars or more for the majority of the years covered in the operating projections. Because the SWM fund has been in operation for less than one year, no minimum cash balance is required at this time.
  3. **Use of bonding.** It is the intent of the City to utilize operating and cash flow projections to determine the appropriate level of bonding in enterprise funds for capital costs on an annual basis. Capital cost projections, minimum cash balance requirements and projected increases in user fees will provide the basis for projected debt levels. Most capital costs financed through the use of general obligation revenue bonds will be repaid over ten to fifteen years. However, revenue bonds issued for large capital costs such as water towers, treatment facilities, trunk lines etc. may be repaid over twenty years if projected user fees, as a result of ten to fifteen year bonds, would be substantially higher than the rate of inflation.
- C. **Internal Service Fund.** The Central Garage Fund was created in 1984 to provide for the operation of the maintenance garage, as well as the operation, maintenance, replacement and acquisition of central garage equipment. The Central Garage Fund charges motor pool and building charges to all departments on a cost-reimbursement basis for the use of equipment and the maintenance facility. The following requirements are established for the Central Garage Fund:
1. **Sources of revenue** include investment interest and fees charged to departments, funds and outside organizations.
  2. **Minimum cash balances** equal to one half of annual operating costs are required.
  3. **Use of bonding.** It is the intent of the City to finance most central garage capital costs through the use of current resources. However, when financing large capital costs with current resources would cause the cash balance of the fund to drop below two hundred thousand, or when projected increases in user fees would be substantially higher than the rate of inflation the City may choose to finance capital costs with general obligation equipment certificates. Equipment certificates will be repaid over a period of no more than five years, as provided by state statutes.

## Street Renewal Policy (Amended October 21, 1996)

### I. Intent

It is the intent and purpose of this policy to maintain a permanent program to manage, finance and implement the reconstruction or rehabilitation of the streets within the City of Shoreview. This policy is intended to allow the City to adequately plan for the major capital costs that will ultimately occur as the City's existing streets age and deteriorate. It is also the intent of this policy to create a financing and payment system that will be fair and equitable to all property owners within the City during future years as it becomes necessary to reconstruct or rehabilitate the City's street system.

### II. Eligible Projects

Street improvement projects eligible under this policy consist of improvements to existing paved public streets within the City, which are in public use and which are maintained by the City. Unimproved, unmaintained public rights-of-way are not eligible. Street improvements to Ramsey County roadways or State highways located within the City, which are performed as a joint City/County or City/State project, under the terms of an agreement that obligates the City to participate in the cost of the improvement, are also eligible for this policy.

No street improvement project shall be initiated under this policy until all underground utilities that are or will be located within the roadway area have been inspected and determined to be adequate, or have been repaired or rehabilitated to a condition that will provide a projected useful life of the utility in excess of the anticipated useful life of the new or rehabilitated roadway. In addition, all future publicly-owned underground utility systems that will be required for the ultimate development and service of the project area must be installed prior to the implementation of street improvements under this policy.

The rehabilitation, replacement, or installation of new sanitary sewer, water systems or storm drainage systems, which are required to satisfy this policy, shall not be considered as an element of the street improvement program. Such underground utility improvements, which are required in advance or at the time of the street improvement project, shall be implemented by the City under the prevailing policies and regulations for such utility improvements, and the costs involved in such utility improvements shall not be included as a cost of the street improvement project. Minor modifications to utility systems, which are required to facilitate the new street, such as manhole, catch basin, and valve adjustments, shall be considered as an element of the street project.

The City shall perform a detailed inventory of all City streets that are eligible for improvement under this policy, and maintain such information in an automated Pavement Management Program (PMP). The PMP shall measure and document the condition of all City streets, taking into account such factors as surface texture and wear, the extent of cracking, the roughness, adequacy of drainage and such other factors that will assist in the evaluation of the roadway. The data collected by the PMP shall be evaluated by the City Engineer and, based on that evaluation; the City shall prepare a comprehensive schedule and cost estimate for the anticipated street improvements. In addition, a Capital Improvement Program (CIP) shall be prepared which shall identify the estimated cost, sequence, and schedule in which projects should be implemented. The PMP shall be reviewed and updated every four years, and a new cost estimate, rating, and CIP shall be prepared with each update of the PMP.

### III. Design Standards

All City streets, except those streets on the Municipal State Aid Street System (MSA) shall be designed to a uniform performance standard. The basic standards shall be a 32-foot width measured from face of curb, a pavement and base section adequate for a 7-ton loading based upon the characteristics of the underlying sub grade soils, and it shall include concrete curb and gutter. In areas where platted right-of-ways and/or existing land uses make the consideration of 32-foot-wide streets impractical, the City shall analyze the feasibility of narrower streets. Such analysis shall include emergency service needs, existing topography, access issues, cost, and other factors deemed appropriate. The specific design details, specifications and material standards used for a street improvement project shall generally conform to the City's ordinances and procedures, applicable at the time the project is implemented.

To the maximum extent possible, the existing streets and in-place materials shall be used or left in place. Seal coating, crack-filling and pavement overlay strategies will be used to rehabilitate roadways when deemed cost-effective through analysis of the City's Pavement Management Program. Existing concrete curb shall be left in place if its condition is adequate for the anticipated life of the new or rehabilitated pavement. In-place pavement and aggregate base materials shall be recycled and reused when it is determined that it is the most cost-effective method.

Design standards for City streets that are on the MSA system shall be as required by the MSA regulations. Design standards for Ramsey County or Mn/DOT roadways shall be determined by each respective agency.

### IV. Payment and Financial Program

It is the intent of this policy that the City, as a whole, is primarily responsible for the payment of the street replacement and rehabilitation program. It is also the intent of this policy to identify the specific benefits that are created by the street improvements to the adjacent properties, specifically the enhancement of property values as a result of the adjacent street improvements.

The financial program shall consist of the following elements:

- A. The City shall designate, to the maximum extent possible, all of its available MSA mileage allocation, with the objective of securing the maximum amount of MSA funds for use in conjunction with the Street Renewal Program.
- B. The City will maintain a permanent Street Renewal Fund from which the majority of the cost of the street renewal program shall be paid. The Street Renewal Fund shall be reviewed periodically, and adjustments to the policy shall be made where necessary to assure the adequacy of the fund.
- C. The City shall levy special assessments on adjacent benefiting properties when the street improvement project includes the installation of concrete curb and gutter in locations where concrete curb and gutter did not exist prior to the improvement.

The cost to be assessed to abutting properties shall be a portion of the cost to bring the street up to a modern standard, being approximately equal to the cost of new concrete curb and gutter, including a proportionate share of all project Engineering and Administrative costs of the improvement. The assessment rate shall be computed on a per-lot unit basis, with a lot unit being defined as a platted single-family residential lot or equivalent which, according to current Shoreview code, cannot be further subdivided for R-1 detached residential. A lot unit dimension may be set as the average width based on detached residential/R-1 lots within the improvement area.



In computing the assessable units, consideration shall be given to properties that can be further subdivided into lot units. All properties other than single family residential (R-1 detached residential) such as parks, attached and detached residential, high-density, residential, churches, schools, offices, commercial and industrial properties shall be superficially subdivided to determine the assessable lot units or part thereof. To reflect the number of increased traffic generation by commercial, industrial, and high-density residential properties, a factor of 2 will be applied to determine the rate of assessment for properties of these types.

Benefits from street renewal improvements shall be considered to extend a minimum of 130 feet each side of the street right-of-way. A half-unit width shall be considered on corner lots where both streets are not currently being improved. Lots fronting on or immediately adjacent to more than one improved public street shall not be doubly assessed.

If a street renewal project is requested to be constructed to a greater width and/or thickness than the standard by the abutting property owners, then the excess cost above that of the standard reconstruction cost shall be fully assessed to those properties.

If a property has been assessed on a lot unit basis for a public improvement, and subsequently a property division is made creating additional lot units, then a supplemental charge shall be made to the property at the same rate which applied under the original assessments.

The assessment process shall be carried out in accordance with Minnesota Statutes Chapter 429. The assessment rate shall be on a per-lot unit basis and shall be calculated and processed in accordance with the current City Street Renewal Program and Unit Assessment Policy.

No special assessments shall be levied in situations with existing concrete curb and gutter.

## V. Implementation Procedures

- A. Consideration of a street for improvement under this policy shall be initiated by any of the following:
  - 1. Petition by the adjacent property owners.
  - 2. Recommendation by the City staff based upon the Capital Improvement Program (CIP) and/or the Pavement Management Program (PMP).
  - 3. Request by Ramsey County and/or Mn/DOT for City participation in a joint improvement.
  - 4. Initiation by City Council.
- B. If the City Council determines that it is desirable to consider the project, an engineering feasibility study shall be prepared. The study shall examine the need for the project, its relative priority to other streets that are in need of improvement, the extent of utility repairs and improvements required in advance of the street improvement, and the cost and financial considerations. If the proposed project includes special assessments, all subsequent work and activities shall be performed in accordance with the applicable provisions of the MSA regulations, current City policy, and Minnesota Statutes Chapter 429.
- C. Following the Public Hearing, the Council will either order the work or reject the project.

Adopted by the Shoreview City Council on the 21st day of October 1996.

## PROPOSED MOTION

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

To approve the acceptance of donations for the 2012 Shoreview Human Rights Poster Contest.

ROLL CALL:    AYES \_\_\_\_\_    NAYS    \_\_\_\_\_

HUFFMAN                    \_\_\_\_\_                    \_\_\_\_\_

QUIGLEY                    \_\_\_\_\_                    \_\_\_\_\_

WICKSTROM                    \_\_\_\_\_                    \_\_\_\_\_

WITHHART                    \_\_\_\_\_                    \_\_\_\_\_

MARTIN                    \_\_\_\_\_                    \_\_\_\_\_

Regular Council Meeting  
February 21, 2012

**TO: MAYOR AND CITY COUNCIL**

**FROM: TESSIA MELVIN**  
**ASSISTANT TO CITY MANAGER/COMMUNICATIONS**

**DATE: TUESDAY, FEBRUARY 21**

**SUBJECT: ACCEPTANCE OF DONATIONS FOR THE HRC POSTER CONTEST**

**INTRODUCTION**

The City of Shoreview may accept gifts for the benefit of its citizens in accordance with the terms prescribed by the donor. Minnesota Statute 465.03 requires that the City Council accept these gifts by resolution.

**BACKGROUND**

Each year the Shoreview Human Rights Commission hosts its annual art poster contest, "One Community of Many Colors," to commemorate Martin Luther King, Jr.'s birthday. Poster entries are received from fourth graders from Emmet D. Williams, Island Lake, Turtle Lake, St. Odilia School and Pinewood Elementary. This year the Commission received 320 posters.

Commissioners ask local area businesses to contribute prizes. All businesses that contribute to this contest receive recognition through the local papers, the City's newsletter, website and Channel 16.

**RECOMMENDATION**

Pursuant to City policy, the Council must officially accept any financial gifts.

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA  
HELD FEBRUARY 21, 2012**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on February 21, at 7:00 p.m.

The following members were present:

And the following members were absent:

introduced the following resolution and moved its adoption.

**RESOLUTION NO. 12-12**

A RESOLUTION EXPRESSING ACCEPTANCE OF AND APPRECIATION FOR SPONSORSHIPS FOR THE 2012 HUMAN RIGHTS COMMISSION FOURTH GRADE POSTER CONTEST.

**WHEREAS**, the City of Shoreview has received the following monetary donations (see attached list) from area businesses and organizations for the 2012 HRC Poster Contest.

**WHEREAS**, the City Council is appreciative of the donations.

**NOW, THEREFORE, BE IT RESOLVED**, the City Council of the City of Shoreview, acknowledges and accepts the donations on the attached list, with gratitude and that the donations will be appropriated to the 2012 HRC Poster Contest.

The motion of the foregoing resolution was duly seconded by Member and upon a vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

**WHEREUPON**, said resolution was declared duly passed and adopted the 21st day of February, 2012.

STATE OF MINNESOTA)

COUNTY OF RAMSEY )

CITY OF SHOREVIEW )

I, the undersigned, being the duly qualified City Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council on the 21st day of February, with the original thereof on file in my office and the same is full, true and complete transcript therefrom insofar as the same relates to the acceptance of gifts for the 2012 HRC Poster Contest.

**WITNESS MY HAND** officially as such City Manager and the corporate seal of the City of Shoreview, Minnesota this 23rd day of February, 2012.

---

Terry C. Schwerm, City Manager

### 2012 Human Rights Poster Contest Prizes

Organization	Prize	Value
Rainbow Foods	2 (\$5) gift cards	\$10
Perkins	3 (\$8) gift certificates	\$24
Nancy Hite	2 Sets of Markers 2 Sketch Books Dry Erase Kit 3 Neon Color Kits Puzzle	\$50
Lee's Champion Tae Kwon Do	5 VIP Passes	\$750
Frattallone's Arden Hills Hardware	Sno Twin Tobaggan Rawlings Football Candy, English Toffee Tin Blazing LED Flashlight Pen with LED Flashlight Jumbo Calculator	\$13.99 \$10.99 \$7.99 \$4.49 \$2.99 \$2.46
Arden Pharmacy and Gifts	Board Game "Last Word" Stuffed Animal Horse 2 Disney Pixar Art Sets Baseball Desk Top Sports Toss Tower of Foam Art Kit (2) 2-in-1 Lite Up Doodle Board and Frame	\$28.50 \$15 \$30 \$14 \$12.99 \$23
Anna's Hallmark	9 Sets of Stickers	\$27
Dominos	100 Frisbees (\$2 each)	\$200
National Karate	10 1-month Program Certificates (\$130 value)	\$1300
Flaherty's	1 Party Package 17 Free Games of Bowling	\$50 \$85
Shoreview Community Center	21 Youth Passes (\$7.70)	\$161.70
Dairy Queen	63 Mini Blizzards (1 value)	\$63

# Proposed Motion

**MOVED BY COUNCIL MEMBER** \_\_\_\_\_

**SECONDED BY COUNCIL MEMBER** \_\_\_\_\_

To renew the Consultant Services Agreement for 2012 with GMHC for administering the City's housing programs, including the Shoreview Home Energy Improvement Loan Program.

**ROLL CALL:**    **AYES** \_\_\_\_\_    **NAYS** \_\_\_\_\_

Huffman	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

Regular City Council Meeting  
February 20, 2012

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**TO:** Mayor, City Council, City Manager

**FROM:** Kathleen Nordine, City Planner

**DATE:** February 16, 2012

**SUBJECT:** Consultant Services Agreement for 2012 - GMHC

### **BACKGROUND**

The City of Shoreview contracts with the Greater Metropolitan Housing Corporation (GMHC) for services related to the City's housing programs, including administration of the Shoreview Home Energy Improvement Loan Program. This contract is an annual contract which needs to be renewed each year. The contract for 2012 is being presented to the City Council for review and approval.

### **CONSULTANT SERVICES AGREEMENT**

The proposed agreement is similar to the previous agreement for 2011. This agreement covers the general services offered to Shoreview residents through GMHC's Housing Resource Center, including the administration of loan programs, home buyer programs and construction consultations. The \$12,000 fee has not changed from the 2011 agreement.

The 2011 agreement also implemented a new fee system to reflect GMHC's actual costs for administering the Shoreview Home Energy Loan Program. Instead of using a fee based on a percentage of the value of the loan processed, a flat fee of \$800.00 per loan is being proposed. The rationale for the flat fee is that the administrative costs for processing and reviewing the application are the same regardless of the loan amount. The majority of loans closed are over \$8,000.00; therefore the fee charged is less than what would have been charged under the prior fee structure. This change has not negatively impacted the program.

### **RECOMMENDATION**

Staff is presenting the Consultant Services Agreement with GMHC for the 2012 calendar year to the City Council for review and approval.



## CONSULTANT SERVICES AGREEMENT

**THIS IS AN AGREEMENT** entered into the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between the City of Shoreview, a Minnesota municipal corporation, ("the City"), and **GREATER METROPOLITAN HOUSING CORPORATION**, a Minnesota non-profit corporation ("Consultant").

### RECITALS

A. The Consultant has a division called The Housing Resource Center ("HRC"). GMHC has agreed to provide certain Services through HRC (as defined below) in connection with the City's housing program.

B. The City desires to hire the Consultant to render this technical, professional, and marketing assistance in connection with housing programs in the City for the term as set forth in this Agreement.

C. Consultant is willing to provide such services on the terms and conditions set forth herein.

In consideration of the foregoing recitals and following terms, conditions and mutual promises contained herein, the parties agree as follows:

1. **Scope of Services.** The Consultant shall provide services as follows (the "Services"):

- a. Administer the following home improvement programs for residents of the City of Shoreview: MHFA Fix Up Fund, the MHFA Rental Rehab Program and the MHFA Rehabilitation Loan Program (collectively the "MHFA Programs") and the Shoreview Energy Improvement Loan:
  1. Providing information to residents and property owners about the programs, upon request;
  2. Assist the City in developing procedures for the programs;
  3. Receipt of applications from residents;
  4. Processing applications;
  5. Closing loans to qualified applicants in accordance with the applicable program;
  6. Overseeing the draw process for the funds, including, as necessary, reviewing draws, reviewing the progress of the work and collecting lien waivers and certificates of occupancy. Consultant may, for this purpose, rely on third-party representations and certifications.
  7. Provide monthly reports about the number of loans closed and the balance in each loan program.

- b. Service the loans made to City residents under the Shoreview Home Energy Improvement Program:
    - 1. Direct the Community Reinvestment Fund ("CRF") to collect such payments pursuant to a contract dated July 2, 2000 between Consultant and CRF (the "CRF Contract"),
    - 2. Direct CRF to take such action pursuant to the CRF Contract if there is an Uncured default by a borrower under a loan pursuant to an Installment Loan Program.
    - 3. Receive all payments made by borrowers to CRF.
    - 4. Disburse all payments received by Consultant as directed, in writing, by the City which may include disbursing the funds pursuant to the Shoreview Home Energy Improvement Loan Program.
  - c. Assist City residents considering rehabilitation, including property visits, meet with homeowners and potential contractors, suggest alternatives for rehabilitation to homeowners, educate homeowners on the construction bid process, assist homeowners to evaluate bids and work completed and construction progress.
  - d. Provide HRC housing information to City residents, including information on emergency assistance, housing rehabilitation, first time homebuyers and limited rental information;
  - e. Assist the City in developing programs to purchase and rehabilitate homes;
  - f. Coordinate these services out of Consultant's Housing Resource Center, 1170 Lepak Court, Shoreview, MN 55126; and
  - g. Have Consultant's staff visit residences as determined necessary by Consultant.
2. **Term.** This Agreement shall be in full force and effect from January 1, 2012 and shall continue through December 31, 2012, unless otherwise terminated as set forth below.

3. **Compensation.**

**Core HRC Services.** The City shall pay the Consultant Twelve Thousand Dollars (\$12,000) within thirty (30) days after execution of this Agreement.

**Shoreview Home Energy Loan Program Administration.** The City shall pay the Consultant a fee of \$800 for each loan closed. Fees will be paid monthly based on the number of loans closed during the month. For those loans that will not close because the applicants have been denied or are no longer pursuing financing through this program, the City shall pay the Consultant a fee of \$75.00 for each application which shall be charged monthly.

The Consultant shall receive compensation for administering the MHFA Programs directly from the Minnesota Housing Finance Agency and not from the City.

**Termination.** Notwithstanding any other provision hereof to the contrary, this Agreement may be terminated as follows:

- a. The parties, by mutual written agreement, may terminate this Agreement at any time in which case the parties shall agree to the amount of fees payable to Consultant.
- b. The City may terminate this Agreement upon the breach by Consultant of any of its material covenants contained herein, where such breach shall have continued for a period of thirty (30) days following the receipt by Consultant of a written notice from the City, specifying the alleged breach; provided, however, if the nature of a non-monetary breach is such that Consultant cannot reasonably cure same in the thirty (30) day period, Consultant shall not be deemed to be in breach if it commences to cure within the thirty (30) day period, and diligently pursues same to completion within ninety (90) days following receipt by Consultant of such written notice. In the event of termination by the City hereunder, Consultant shall be entitled to fees due to the date the notice of breach is sent by the City.
- c. If Consultant or City (as applicable) (i) files a voluntary petition in bankruptcy (ii) files a voluntary petition for reorganization under any bankruptcy law, statute or regulation or other similar statute or regulation, (iii) is adjudicated a bankrupt, (iv) makes an assignment for the benefit of creditors or applies for or consents to the appointment of a receiver or trustee as part of or in conjunction with a "creditor plan" with respect to any substantial part of its assets, or (v) a receiver or trustee is appointed, or an attachment or execution levied with respect to any substantial part of its assets, and said appointment is not vacated, or the attachment or execution not released, within sixty (60) days, then this Agreement shall, effective as of such date, without notice or further action by either party, immediately terminate.
- d. Consultant may terminate this Agreement upon the breach by City of any of its material covenants contained herein, where such breach shall have continued for a period of thirty (30) days following the receipt by City of a written notice from

Consultant, specifying the alleged breach; provided, however, if the nature of a non-monetary breach is such that City cannot reasonably cure same in the thirty (30) day period, City shall not be deemed to be in breach if it commences to cure within the thirty (30) day period, and diligently pursues same to completion within ninety (90) days following receipt by City of such written notice. In the event of termination by Consultant hereunder. Consultant shall be entitled to retain the entire fee under this Agreement.

5. **Insurance.**

- a. During the term of this Agreement, the Consultant shall obtain and maintain workers compensation, comprehensive general liability, and automobile liability insurance. Comprehensive general liability insurance shall have an aggregate limit of Two Million Dollars (\$2,000,000.00).
- b. Upon request by the City, the Consultant shall provide a certificate or certificates of insurance relating to the insurance required. Such insurance secured by the Contractor shall be issued by insurance companies licensed in Minnesota. The insurance specified may be in a policy or policies of insurance, primary or excess.
- c. Such insurance shall be in force on the date of execution of an Agreement and shall remain continuously in force for the duration of the Agreement.

6. **Indemnification.**

- a. Notwithstanding anything to the contrary in this Agreement, the City, its officers, agents, and employees shall not be liable or responsible in any manner to the Consultant, the Consultant's successors or assigns, the Consultant's subcontractors, or to any other person or persons for any third party claim, demand, damage, or cause of action of any kind, nature, or character, including intentional acts, arising out of or by reason of the performance of this Agreement by Consultant. The Consultant, and the Consultant's successors or assigns, agree to protect, defend and save the City, and its officers, agents, and employees, harmless from all third party claims, demands, damages, and causes of action, to the extent caused by the negligence or wrongful acts of Consultant, and the costs, disbursements, and expenses of defending the same, including but not limited to, attorneys fees, consulting services, and other technical, administrative or professional assistance.
- b. Nothing in this Agreement shall constitute a waiver or limitation of any immunity or limitation of any immunity or limitation on liability to which the City is entitled under Minnesota Statutes, Chapter 466, or otherwise.

7. **Assignment.** This Agreement shall not be assigned, sublet, or transferred, in whole or in part without the prior written approval of the City.

8. **Conflict of Interest.** The Independent Contractor shall use best efforts to meet all professional obligations to avoid conflicts of interest and appearances of impropriety in representation of the City. In the event of a conflict, the Independent Contractor, with the prior written consent of the City, shall arrange for suitable alternative services.

9. **Compliance with Laws.** The Consultant shall comply with all applicable Federal, State, and local laws, rules, ordinances, and regulations at all times and in the performance of the services pursuant to this Agreement.

10. **Notices.** Any notices permitted or required by this Agreement shall be deemed given when personally delivered or upon deposit in the United States mail, postage fully prepaid, certified, return receipt requested, addressed to:

Consultant:	Greater Metropolitan Housing Corporation 15 South 5 <sup>th</sup> Street, Suite 710 Minneapolis, MN 55402 ATTN: Suzanne Snyder
-------------	---

City:	City of Shoreview 4600 Victoria Street North Shoreview, MN 55126
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Or such other address as either party may provide to the other by notice given in accordance with this provision.

11. **Entire Agreement.** This Agreement, any attached exhibits and any addenda or amendments signed by the parties shall constitute the entire agreement between the City and the Consultant, and supersedes any other written or oral agreements between the City and the Consultant. This Agreement can only be modified in writing signed by the City and the Consultant.

12. **Third Party Rights.** The parties to this Agreement do not intend to confer on any third party any rights under this Agreement.

13. **Counterparts.** This Agreement may be signed in one or more counterparts but all of which taken together shall constitute one instrument.

14. **Choice of Law and Venue.** This Agreement shall be governed by and construed in accordance with the laws of the state of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the state or federal courts of Minnesota, and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on convenience or otherwise.

15. **Agreement Not Exclusive.** The City retains the right to hire other housing program consultants, in the City's sole discretion.

16. **Data Practices Act Compliance.** Data provided to the Consultant or created by the Consultant under this Agreement shall be administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, as amended.

*[Signature Page Follows]*

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement on the respective dates indicated below.

CITY:

By: \_\_\_\_\_

Its: Mayor

Date: \_\_\_\_\_, 20\_\_.

By: \_\_\_\_\_

Its: City Manager

Date: \_\_\_\_\_, 20\_\_.

CONSULTANT:

GREATER METROPOLITAN HOUSING CORPORATION

By: \_\_\_\_\_

Its: President

Date: \_\_\_\_\_, 20\_\_.

PROPOSED MOTION

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

to adopt Ordinance No. 889 establishing a fee schedule for the 2011 operation and maintenance costs associated with the Augmentation of Snail Lake against the 72 residential units located within the Snail Lake Improvement District.

ROLL CALL:	AYES	NAYS
HUFFMAN	_____	_____
WITHHART	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING  
FEBRUARY 21, 2012



TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: TOM WESOLOWSKI, CITY ENGINEER

DATE: FEBRUARY 14, 2012

SUBJ: ANNUAL OPERATION AND MAINTENANCE CHARGES FOR  
PROPERTIES WITHIN THE SNAIL LAKE IMPROVEMENT DISTRICT

### INTRODUCTION

The Snail Lake Improvement District (SLID) Board and City staff has identified operation and maintenance costs for Snail Lake Augmentation for 2011. Council action is required to establish benefiting properties in the District, identify costs, and set rates for the recovery of the 2011 operation and maintenance costs payable in 2012 on the quarterly utility bills.

### BACKGROUND

The SLID, Ramsey County, and the City of Shoreview have an agreement pertaining to the augmentation of Snail Lake. The District's primary purpose is to oversee the augmentation of lake levels, approve a budget, and propose amendments to the bylaws as necessary. Per the established agreement, the costs for operation and maintenance are shared between the landowners (45.4%), Ramsey County (13.8%), and the City of Shoreview (40.8%).

The benefiting homeowners within the SLID are also responsible for paying a portion of the project costs associated with the Snail Lake Augmentation Screening Facility, which was constructed in 2009. The project costs were shared between the property owners of the SLID, Ramsey County, and the City of Shoreview at the same percentage levels as the yearly operation and maintenance costs of the augmentation pumping. The portion of the project costs assigned to the property owners within the SLID was financed by the City and are billed to the property owners over a 10-year period as part of their annual SLID charge.

## DISCUSSION

The Snail Lake Augmentation costs for operation and maintenance during 2011, including water augmentation, annual permit, electric costs, maintenance costs, and staff time charges are summarized below:

<u>ITEM</u>	<u>COST</u>
Water Augmentation	\$ 0.00
DNR Permit Fee	\$ 0.00
Electric Utilities	\$ 957.62
Maintenance Supplies	\$ 960.15
Staff Time	\$ 3,444.34
General Liability Insurance	\$ 1,156.96
<b>TOTAL</b>	<b>\$ 6,519.07*</b>

\* Costs are subject to a final audit

Due to the large amount of rainfall in the spring and summer the level of Snail Lake did not fall below the start pump elevation of 882.4 and augmentation pumping was not needed, which eliminated the cost associated with purchasing water and the associated DNR permit fee.

The allocation of the Snail Lake Augmentation costs for 2011 operation and maintenance is as follows:

<u>Allocation</u>	<u>Allocation Costs</u>
City of Shoreview (40.8%)	\$ 2,659.78
Ramsey County (13.8%)	\$ 899.63
<u>SLID Property Owner Costs</u>	
Property Owners (45.4%)	\$ 2,959.66
Property Owners Debt Service (Screening Facility)	\$28,708.41
Historical Adjustments*	\$ 515.84
<b>Total Cost</b>	<b>\$32,183.91*</b>

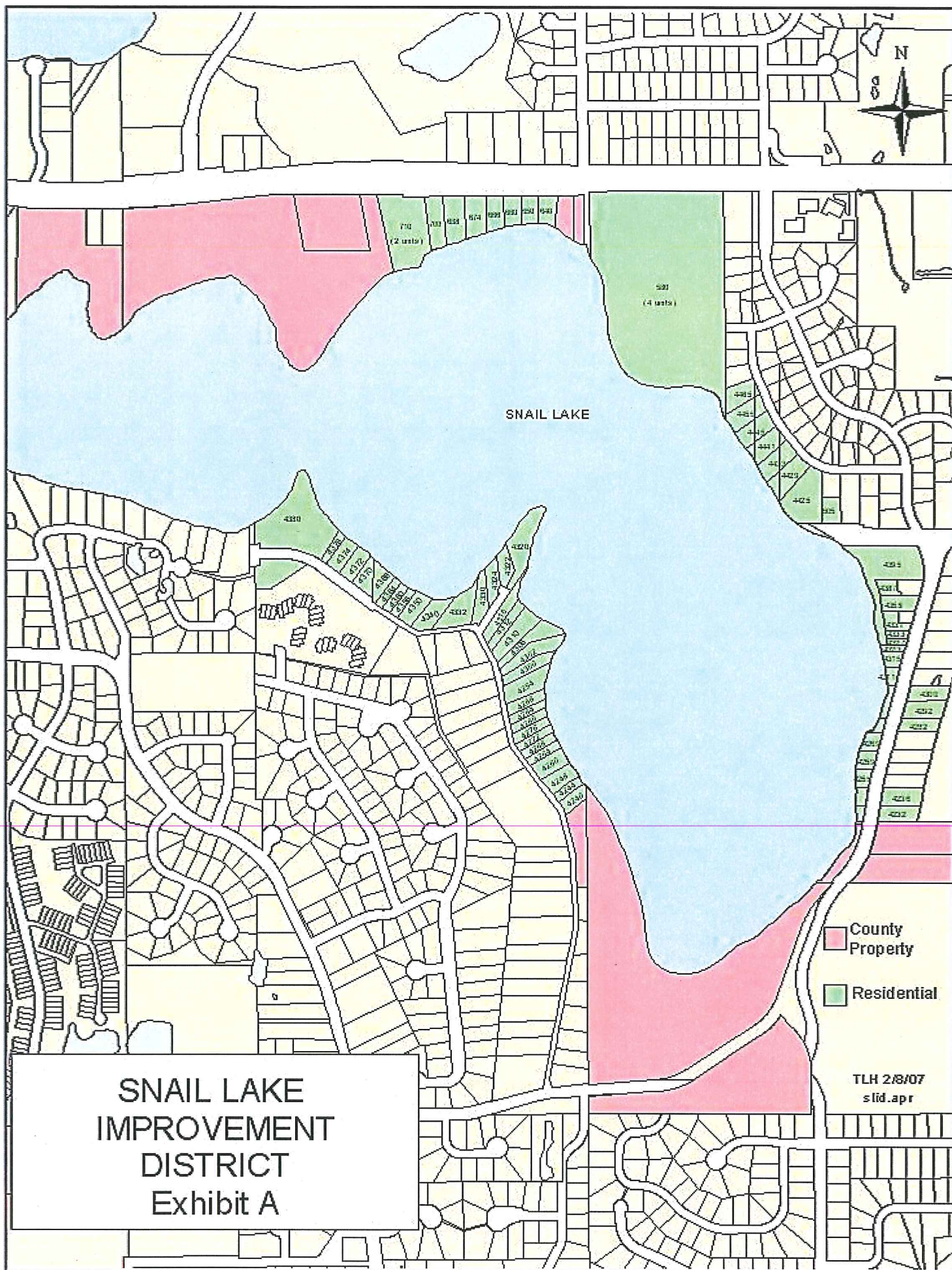
\*Historical adjustments from the previous year that occur due to estimated billing versus actual expenses.

The resulting cost to the benefiting homeowners within the Snail Lake Improvement District for 2011 operation and maintenance and debt service costs is \$32,183.91. Currently there are 72 benefiting property owners located within the SLID, as depicted on the map and property listing attached at the end of this report. The total cost is divided equally among the 72 benefiting homeowners and billed on a quarterly basis, which equates to a \$111.75 per quarter per unit charge. The 2011 Annual Costs were presented to the SLID Board at their February 8, 2012 meeting and approved.

#### RECOMMENDATION

It is recommended that the City Council adopt the attached ordinance establishing a fee schedule for the 2011 operation and maintenance costs associated with the Augmentation of Snail Lake against the 72 residential units located within the Snail Lake Improvement District.







**SLID LABELS**  
**FEBRUARY 2012**

t/sl原因/reslabels/labelsfeb2012

233023110004

CONNIE SWANSON  
650 HIGHWAY 96  
SHOREVIEW MN 551261905

233023110007

WILLARD J CHECCHI  
BETH CHECCHI  
674 HIGHWAY 96  
SHOREVIEW MN 551261905

233023140006

EDWARD R MCKENNY JR  
4320 LAKEPOINT CT  
SHOREVIEW MN 551263118

233023140005

JUDITH A SANDBERG  
4322 LAKEPOINT CT  
SHOREVIEW MN 551263118

233023140008

JAY ANDREW JACKSON  
BETH ANN COLESWORTHY  
4364 REILAND LN  
SHOREVIEW MN 551263131

233023140011

MICHAEL F BAKER  
MILLIE SLOWIK BAKER  
4350 REILAND LN  
SHOREVIEW MN 551263131

233023140015

CRAIG D GELDERMAN  
MARY P MALONE  
4312 REILAND LN  
SHOREVIEW MN 551263129

233023140017

LOUISE T ROUTHE  
4306 REILAND LN  
SHOREVIEW MN 551263129

233023410074

W C KEEFER  
KATHRYN E KEEFER  
4294 REILAND LN  
SHOREVIEW MN 551263127

233023110013

LANCE A HILL  
CECILE A HILL  
710 HIGHWAY 96  
SHOREVIEW MN 551261907

233023110005

DAVID J EDWARDSON  
MARIA L EDWARDSON  
660 HIGHWAY 96  
SHOREVIEW MN 551261905

233023110008

ANN THOMAS  
DAVID B THOMAS  
688 HWY 96  
SHOREVIEW MN 551261905

233023130003

KEITH A LOEWEN  
KENDAL A LOEWEN  
4376 REILAND LN  
SHOREVIEW MN 551263131

233023140004

MARK A SATT  
LYNN M SATT  
4324 LAKEPOINT CT  
SHOREVIEW MN 551263118

233023140009

CAROL L WAHLSTRAND  
1 BLUEBIRD LN  
NORTH OAKS MN 551272602

233023140014

ARTA P CHENEY  
4316 LAKEPOINT CT  
SHOREVIEW MN 551263118

233023140016

MARK M NELSON  
LAURA D HEASLIP  
4310 REILAND LN  
SHOREVIEW MN 551263129

233023410067

JOSPEH M JEDDELOH  
KATHRYN A JEDDELOH  
4302 REILAND LANE  
SHOREVIEW MN 551263129

233023410014

RICHARD B KROGH  
CAROLE A KROGH  
4288 REILAND LN  
SHOREVIEW MN 551263127

233023110013

LANCE A HILL  
CECILE A HILL  
710 HIGHWAY 96  
SHOREVIEW MN 551261907

233023110011

DIANE A WIGGLESWORTH  
640 HIGHWAY 96 W  
SHOREVIEW MN 551261905

233023110006

TIMOTHY J LEY  
LAUREL A LEY  
668 HIGHWAY 96  
SHOREVIEW MN 551261905

233023110009

RUSSELL C KOCON  
LINDA C KOCON  
700 HIGHWAY 96  
SHOREVIEW MN 551261907

233023130002

ROBERT A HOERR  
LILLIAM G HOERR  
4374 REILAND LN  
SHOREVIEW MN 551263131

233023140003

RICK S MOSER  
JANET E MOSER  
4330 LAKEPOINT CT  
SHOREVIEW MN 551263118

233023140010

MARTIN S LACEY  
JENNIFER LACEY  
4356 REILAND LANE  
SHOREVIEW MN 551263131

233023140012

ALICIA M BARAGA  
4340 REILAND LN  
SHOREVIEW MN 551263131

233023140013

GREGORY S DAMBERG  
JULIA K PERPICH  
4332 REILAND LN  
SHOREVIEW MN 551263131

233023410076

ROBERT J BLUTH  
BREND A FLUTH  
4300 REILAND LN  
SHOREVIEW MN 551263127

233023410016 GREGORY W KRAUPA 4280 REILAND LN SHOREVIEW MN 551263127	233023410017 NANCY V HOYT 4276 REILAND LN SHOREVIEW MN 551263127	233023410015 CAROL G STADLER STEVEN R STADLER 4284 REILAND LN SHOREVIEW MN 551263127
233023410019 JACK A KOCHIE GAIL E KOCHIE 4268 REILAND LN SHOREVIEW MN 551263127	233023410020 DAVID J KAREL LAUREL M KAREL 4264 REILAND LN SHOREVIEW MN 551263127	233023410018 DONALD J VINE 4272 REILAND LN SHOREVIEW MN 551263127
233023410022 PAUL R THOMAS JOAN M THOMAS 4248 REILAND LN SHOREVIEW MN 551263127	233023410023 ROGER C FOX NANCY C FOX 4244 REILAND LN SHOREVIEW MN 551263127	233023410021 DANIEL R SZMIOT SANDRA L SZMIOT 4260 REILAND LN SHOREVIEW MN 551122832
233023410024 JAMES M LUBRATT TRACY L LUBRATT 4240 REILAND LN SHOREVIEW MN 551263127	233023130001 JAMES E MCDONNELL ANITA L MCDONNELL 4372 REILAND LN SHOREVIEW MN 551263131	243023310032 JAMES T FIXSEN LAURA L FIXSEN 4292 SNAIL LAKE BLVD SHOREVIEW MN 551262329
243023230006 THOMAS D SNUGGERUD DIANE M SNUGGERUD 4445 HARBOR PLACE DR SHOREVIEW MN 551261938	243023230003 MARK L SCHRANDT WENDY L SCHRANDT 4441 HARBOR PLACE DR SHOREVIEW MN 551261938	243023230005 SUE A CROOK SCOTT K HOOD 4429 HARBOR PLACE DR SHOREVIEW MN 551261938
243023240086 JOHN R RAINES MARIBET C MCCARTY 4337 SNAIL LAKE BLVD SHOREVIEW MN 551262347	243023240040 JAMES H DORNSEIF 4333 SNAIL LAKE BLVD SHOREVIEW MN 551262347	243023240041 CHRISTINE M ANDERSON 4327 SNAIL LAKE BLVD SHOREVIEW MN 551262347
243023240042 MATTHEW L BANGERT PAULA A BANGERT 4323 SNAIL LAKE BLVD SHOREVIEW MN 551262347	243023310002 ROBIN R FLEIGLE KATHY M FLEIGLE 4315 SNAIL LAKE BLVD SHOREVIEW MN 551262347	243023310004 KEVIN KAISER CHRISTINA I KAISER 4300 SNAIL LAKE BLVD SHOREVIEW MN 551262348
243023310030 TIMOTHY J JORDAN 4232 SNAIL LAKE BLVD SHOREVIEW MN 551262329	243023240072 GREGORY L OFTEDAHL GERALDINE J OFTEDAHL 4395 SNAIL LAKE BLVD SHOREVIEW MN 551261918	233023140002 JOHN GARIANO CAROL GARIANO 4370 REILAND LN SHOREVIEW MN 551263131
233023140007 MARLENE F VINCENT 4368 REILAND LN SHOREVIEW MN 551263131	243023240075 THOMAS CANERO AMY CANERO 505 SNAIL LAKE RD SHOREVIEW MN 551261943	243023230010 RICHARD J YORSTON PATRICIA K YORSTON 4425 HARBOR PLACE DR SHOREVIEW MN 551261938
233023130032 IVAN M POLICOFF JOAN B POLICOFF 4380 REILAND LANE SHOREVIEW MN 551263131	243023230004 ALAN R LONGSTREET NANCY R LONGSTREET 4433 HARBOR PLACE DR SHOREVIEW MN 551261938	243023220018 TIMOTHY M ROBINSON SYLVIA GIEBLER ROBINSON 4455 HARBOR PL DR SHOREVIEW MN 551261938



243023220046  
WAYNE L HOESCHEN  
DIANNE M HOESCHEN  
4465 HARBOR PLACE DR  
SHOREVIEW MN 551261938

243023310019  
WILLIAM J BUSH  
CONNIE L BUSH  
4269 SNAIL LAKE BLVD  
SHOREVIEW MN 551262349

243023240037  
JOEL J JAMNIK  
FAITH B LOGGERS JAMNIK  
4355 SNAIL LAKE BLVD  
SHOREVIEW MN 551262347

243023310029  
PATTI J STOWERS  
4236 SNAIL LAKE BLVD  
SHOREVIEW MN 551262329

243023310020  
JANINE A OLMSCHIED  
THOMAS A OLMSCHIED  
4262 SNAIL LAKE BLVD  
SHOREVIEW 551262329

243023240036  
ROBERT C SAWYER  
DEBORAH A SAWYER  
4387 SNAIL LAKE BLVD  
SHOREVIEW MN 551262347

243023310033  
KRISTAN M RYDBERG  
STEPHANIE A RYDBERG  
4282 SNAIL LAKE BLVD  
SHOREVIEW MN 551262329

243023310021  
JANINE A OLMSCHIED  
THOMAS A OLMSCHIED  
4262 SNAIL LAKE BLVD  
SHOREVIEW MN 551262329

243023310003  
WILLIAM W STUART  
4311 SNAIL LAKE BLVD  
SHOREVIEW MN 551262347

### AGENCY ADDRESSES

MN POLLUTION CONTROL  
AGENCY  
520 LAFAETTE RD N  
ST. PAUL, MN 55101

TERRY NOONAN  
RAMSEY CO PUBLIC WORKS  
1425 PAUL KIRKWOLD DR  
ARDEN HILLS MN 55112-3911

233023110001  
COUNTY OF RAMSEY  
PUBLIC WORKS  
1425 PAUL KIRKWOLD DR  
ARDEN HILLS MN 55112-3911

233023410010  
COUNTY OF RAMSEY  
PARKS AND RECREATION  
2015 VAN DYKE STREET N  
MAPLEWOOD MN 551093711

243023310034  
COUNTY OF RAMSEY  
PARKS AND RECREATION  
2015 VAN DYKE STREET N  
MAPLEWOOD MN 551093711

233023120002  
COUNTY OF RAMSEY  
PARKS AND RECREATION  
2015 VAN DYKE STREET N  
MAPLEWOOD MN 551093711

243023310034  
COUNTY OF RAMSEY  
PARKS AND RECREATION  
2015 VAN DYKE STREET N  
MAPLEWOOD MN 551093711

243023330002  
COUNTY OF RAMSEY  
PARKS AND RECREATION  
2015 VAN DYKE STREET N  
MAPLEWOOD MN 551093711

233023340003  
COUNTY OF RAMSEY  
PARKS AND RECREATION  
2015 VAN DYKE STREET N  
MAPLEWOOD MN 551093711

233023210002  
COUNTY OF RAMSEY  
PARKS AND RECREATION  
2015 VAN DYKE STREET N  
MAPLEWOOD MN 551093711

233023110012  
COUNTY OF RAMSEY  
PARKS AND RECREATION  
2015 VAN DYKE STREET N  
MAPLEWOOD MN 551093711

243023220005  
UNION GOSPEL MISSION ASSN  
435 UNIVERSITY AVE E  
ST PAUL MN 551304437

243023220005  
UNION GOSPEL MISSION ASSN  
435 UNIVERSITY AVE E  
ST PAUL MN 551304437

RAMSEY SOIL & WATER  
CONSERVATION DISTRICT  
1425 PAUL KIRKWOLD DRIVE  
ARDEN HILLS, MN 55112

243023220005  
UNION GOSPEL MISSION ASSN  
435 UNIVERSITY AVE E  
ST PAUL MN 551304437

243023220005  
UNION GOSPEL MISSION ASSN  
435 UNIVERSITY AVE E  
ST PAUL MN 551304437

MN DEPT OF NATURAL  
RESOURCES  
500 LAFAYETTE ROAD  
ST. PAUL, MN 55101

# CITY OF SHOREVIEW

## ORDINANCE NO. 889

### AN ORDINANCE ESTABLISHING A FEE SCHEDULE FOR THE OPERATION AND MAINTENANCE COSTS ASSOCIATED WITH THE AUGMETATION OF SNAIL LAKE, EFFECTIVE MARCH 1, 2012 OF THE CODE OF THE CITY OF SHOREVIEW

THE COUNCIL OF THE CITY OF SHOREVIEW ORDAINS:

**Section 1.** Pursuant to Minnesota Law, and the Shoreview City Code, and upon review and analysis of City Enterprise Funds, a fee schedule for the operation and maintenance costs associated with the augmentation of Snail Lake is hereby adopted.

#### **2012 Snail Lake Augmentation Fee Schedule**

- (a) The fees for the operation and maintenance costs associated with the augmentation of Snail Lake be set by the Shoreview City Council
- (b) The Snail Lake Improvement District Board has reviewed the current Augmentation Fee Schedule and is recommending that the 2012 Snail Lake Augmentation Fee Schedule, hereto attached as Amendment 1 to Exhibit A, be adopted.
- (c) Upon consideration and review of the Shoreview City Council, the 2012 Snail Lake Augmentation Fee Schedule, hereto attached as Exhibit A, is hereby adopted and becomes effective March 1, 2012.

**Section 2.** This ordinance shall become effective one day after publication.

---

Sandra C. Martin, Mayor

Adopted	February 21, 2012
Published	_____
Effective	_____



## AMENDMENT 1 TO EXHIBIT A

### Snail Lake Augmentation Charges:

<b>Homeowner with the Snail Lake Improvement District</b>	<b>\$ 111.75 per unit per quarter</b>
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## PROPOSED MOTION

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

to authorize the replacement of a Utility Van from the approved Minnesota Cooperative Purchasing Venture Contract for a cost of \$20,681, pursuant to the adopted Capital Improvements Program and approved 2012 Annual Budget.

ROLL CALL:	AYES	NAYS
HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING  
FEBRUARY 21, 2012

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: MARK J. MALONEY, PUBLIC WORKS DIRECTOR

DATE: FEBRUARY 21, 2012

SUBJ: AUTHORIZATION FOR REPLACEMENT OF UNIT 305, UTILITY VAN

### INTRODUCTION

Shoreview's adopted Capital Improvements Program for 2012 includes the scheduled replacement of Unit 305 a 3/4 ton cargo van. City Council approval is necessary at this time for authorization to purchase its replacements from the Minnesota State Contract No. 35458.

### DISCUSSION

The City's Central Garage fleet includes Unit 305, a 2003 ¾ ton full sized van that is used by utility personnel in conjunction with responding to location requests by marking City utilities within proposed excavation areas. The van is also used for water meter repairs and replacement. This unit has approximately 118,000 miles and regularly generates costly maintenance to ensure its performance and reliability. It is believed that a smaller vehicle with better fuel efficiency could save the City upwards of \$2,000 a year in fuel costs alone. The current van averages 8 to 10 miles to a gallon of gas. The City of Roseville uses a smaller van for similar purposes and they average 18 to 20 miles to a gallon of gas. Staff recommends replacement with a smaller vehicle set up with an interior shelving system and ladder/key rack for the roof, that would still maintain the capabilities of the current unit.

The 2012 Capital Improvements Program includes an estimate of \$23,000 for the replacement of this vehicle. Under Minnesota's Cooperative Purchasing Venture, the City of Shoreview can acquire the new replacement unit for \$20,681 including tax. The interior shelving system and roof mounted ladder racks would also be purchased through the State Contract after delivery of the vehicle. The retiring unit will be sold at a public auction some time this year.

### RECOMMENDATION

Staff recommends consideration of the attached motion, which would authorize the replacement of this vehicle from the Minnesota State Contract # 35458.

**PROPOSED MOTION**

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

to approve Resolution No. 12-13, receiving the Feasibility Report for the Floral, County F, Demar Neighborhood Road Reconstruction, City Project 12-01, and calling for a Public Hearing to be held on March 19, 2012 at 7:00 p.m., on the proposed improvements.

<b>ROLL CALL:</b>	<b>AYES</b>	<b>NAYS</b>
HUFFMAN	_____	_____
WITHHART	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING  
February 21, 2011

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: TOM WESOLOWSKI, CITY ENGINEER

DATE: FEBRUARY 16, 2012

SUBJECT: RECEIVE FEASIBILITY REPORT AND CALL FOR PUBLIC HEARING  
FOR THE FLORAL, COUNTY F, DEMAR NEIGHBORHOOD  
ROAD RECONSTRUCTION, CITY PROJECT 12-01

### **Introduction**

On October 17, 2011, the City Council directed the City Engineer to prepare a Feasibility Report describing the proposed public infrastructure improvements for the Floral, County F, Demar Neighborhood Road Reconstruction, City Project 12-01. See attached map for location. The Feasibility Report reflects that determination. Pursuant to the Chapter 429 Improvement Process, it is necessary that the City Council receive the Feasibility Report and call for a Public Hearing.

### **Discussion**

City staff received comments through two neighborhood informational meetings held on December 15, 2011 and February 2, 2012. Comments from the residents were positive and supportive of the proposed improvements. Additional comments received at the meetings included the poor condition of the road and issues with storm water runoff and drainage.

A letter survey was also sent out to the residents requesting input on proposed road widths and the installation of additional street lights. Two road widths were presented to the residents; 28-foot and 24-foot. The 24-foot wide option was presented because it would reduce the number of trees that would be affected or need to be removed due to the reconstruction. Based on the surveys that were returned the majority of the residents in the Floral neighborhood would prefer a 24-foot wide roadway with no additional street lights. For the County Rd. F, Demar neighborhood the majority would prefer a 28-foot wide roadway with some additional street lights.

The Feasibility Report discusses the proposed improvements, estimated costs, funding sources and project schedule. The proposed improvements include:

- Reconstruction of Floral Drive to a 24-foot wide paved street measured from face to face of curb (no parking on one side). This width is consistent with similar residential neighborhoods within the City.
- Reconstruction of County Road F and Demar Avenue to a 28-foot wide paved street measured from face to face of curb.
- Installation of a barrier style concrete curb and gutter.
- Removing the intersection at County Road F/Highway 49 and installing a cul-de-sac on County Road F.
- Replacing the existing water distribution system.
- Replacement and/or repair of the existing sanitary sewer system.

- Installation of a stormwater collection and infiltration system consisting of a series of catch basins, catch basin manholes, and underground infiltration chambers.
- Replacement of existing street lights and installation of additional street lights on County Rd. F and Demar Avenue

As part of the feasibility process City staff examined two other stormwater management options, which included pervious concrete and aboveground storage and infiltration ponds. Pervious concrete was not recommended because the estimated cost was approximately 25% higher than the combined cost of the bituminous road surface and the underground storage and infiltration system. The above ground storage and infiltration ponds were not recommended due to design and maintenance challenges and the cost associated with purchasing land.

The cost for the Floral, County F, Demar Neighborhood Road Reconstruction is estimated at \$1,405,000. The proposed project would be funded through the street renewal fund, water, sewer, and storm water utility funds, street light fund, and special assessments.

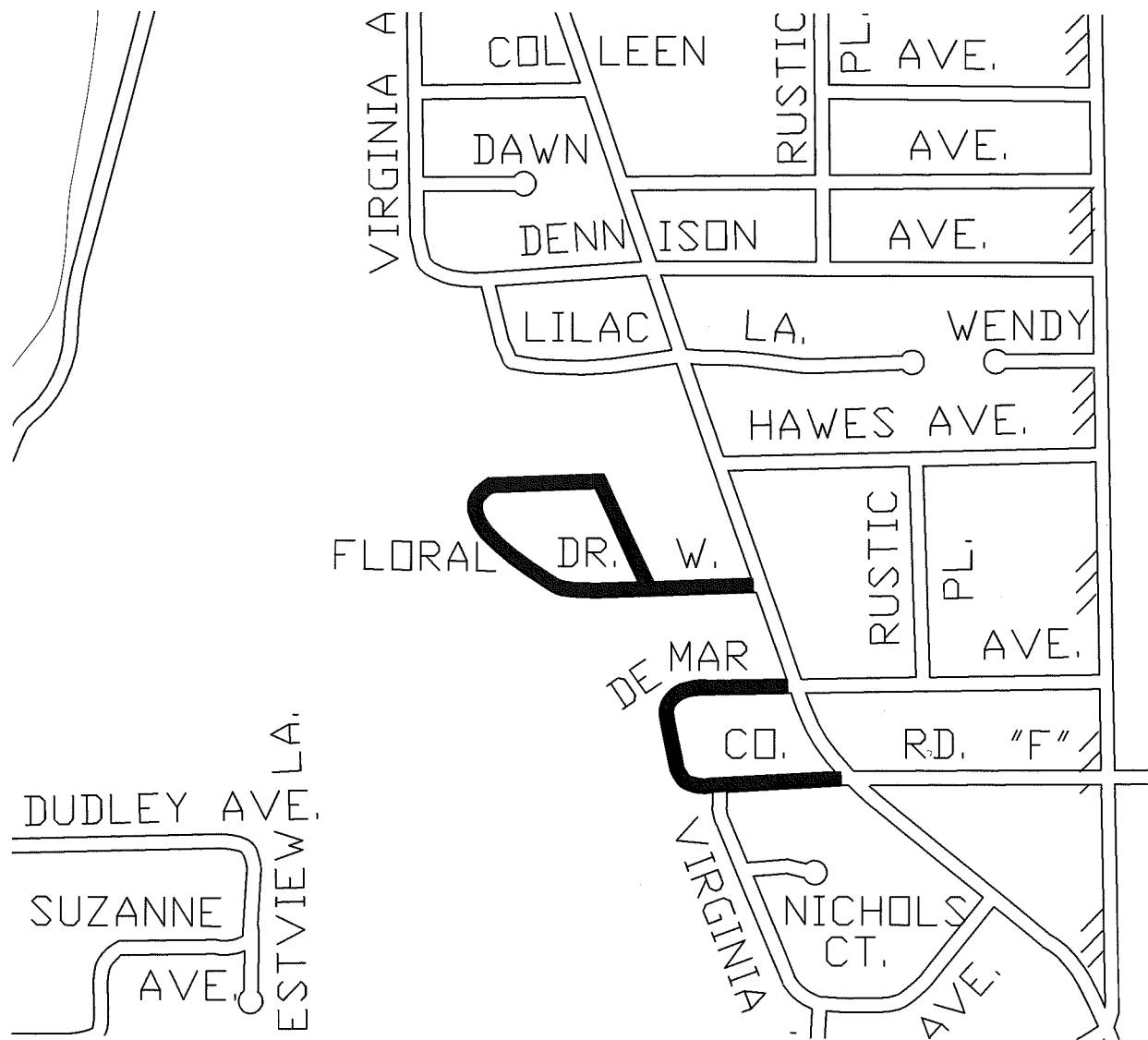
The information included in the Feasibility Report has shown that the proposed Floral, County F, Demar Neighborhood Road Reconstruction Project is technically and financially feasible and that reconstruction, replacement, and repair of public infrastructure will directly benefit the residents of the adjacent neighborhood, as well as the other residents of Shoreview.

The feasibility report contains design concepts and recommendations and is not intended to present a detailed design for the proposed project. The development of final plans and specifications typically follows the Public Improvement Hearing after residents are given a chance to address the Council with their comments and/or concerns.

### **Recommendation**

It is recommended that the City Council receive the Feasibility Report for City Project 12-01 and call for a Public Hearing on March 19, 2012.

CITY OF SHOREVIEW  
COUNTY RD F, DEMAR AVE. & FLORAL DR.  
RECONSTRUCTION  
CITY PROJECT NO. 12-01



LOCATION MAP  
DECEMBER 2011

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

**HELD FEBRUARY 21, 2012**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, was duly called at the Shoreview City Hall in said City on February 21, 2012 at 7:00 p.m. The following members were present:

and the following members were absent:

Councilmember introduced the following resolution and moved its adoption.

RESOLUTION NO. 12-13

RECEIVING FEASIBILITY REPORT AND  
CALLING FOR PUBLIC IMPROVEMENT HEARING  
FOR THE  
FLORAL, COUNTY RD F, DEMAR NEIGHBORHOOD  
ROAD RECONSTRUCTION  
CITY PROJECT 12-01

WHEREAS, The City of Shoreview has designated the Floral, County Rd F, Demar Neighborhood Road Reconstruction Project in the City's 2012 Capital Improvement Program; and

WHEREAS, it is proposed to reconstruct Floral Drive, County Road F, and Demar Avenue, replace the water distribution system, install storm sewer, and replace and/or repair sanitary sewer where necessary; and

WHEREAS, pursuant to a resolution adopted by the City Council of Shoreview on October 17, 2011, a Feasibility Report has been prepared by the City Engineer with reference to the said streets, by reconstructing the streets, constructing concrete curb and gutter, replacement of the water distribution system, replacement and/or repair of the sanitary sewer, and construction of a storm sewer system; and

WHEREAS, the Feasibility Report was received by the Council on February 21, 2012.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SHOREVIEW, MINNESOTA:

1. That the improvements for City Project 12-01, as generally described in the report, are hereby found to be necessary and cost-effective.



2. That the City Council will consider the improvement of said streets in accordance with the report and the assessments of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes Chapter 429 at an estimated cost of the improvements of \$1,405,000 for the Floral, County F, Demar Neighborhood Road Reconstruction.
3. A Public Hearing shall be held for City Project 12-01 on such proposed improvement on March 19, 2012, in the City Council Chambers of the City Hall at 7:00 p.m., local time, and the City Manager shall give mailed and published notice of such hearing and improvement as required by law.

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 21<sup>th</sup> day of February, 2012.

STATE OF MINNESOTA     )  
  )  
COUNTY OF RAMSEY     )  
  )  
CITY OF SHOREVIEW     )

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 21<sup>st</sup> day of February 2012, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to receiving the Feasibility Report for City Project 12-01 and calling for public hearings.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 22<sup>nd</sup> day of February 2012.

SEAL

---

Terry Schwerm  
City Manager



**City of Shoreview**

**Feasibility Study & Report**

**For**

**Floral Drive  
County Road F  
Demar Avenue**

**City Project 12-01**

**February 16, 2012**

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# **Feasibility Study and Report**

**For**

**Floral Drive  
County Road F  
Demar Avenue**

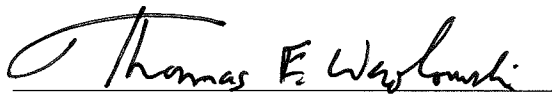
## **Road Reconstruction Project**

**City Project 12-01**

**City of Shoreview, Minnesota**

**February 16, 2012**

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.



Thomas E. Wesolowski, PE

Registration No. 40245

Date

2/16/12

Acknowledgement –Glen Hoffard, Senior Engineering Technician, City of Shoreview, assisted with the mapping, cost estimates and preliminary layouts.

# Floral, County Rd. F, Demar Neighborhood Road Reconstruction Project

February 16, 2012

## Executive Summary

### *Background and Findings*

The Shoreview City Council ordered the preparation of this report on October 17, 2011. This report has been prepared for the proposed improvement of the street, water main, sanitary sewer, and storm sewer infrastructure for the Floral, County Rd. F, Demar Neighborhood Road Reconstruction, City Project 12-01. The public roadways included in this project are as follows:

<b>Floral Drive</b>	<b>from Hodgson Road to the West</b>
<b>County Rd. F</b>	<b>from Hodgson Road to Demar Avenue</b>
<b>Demar Avenue</b>	<b>from County Rd. F to Hodgson Road</b>

The recommendation of this report is to reconstruct the streets, replace water main systems, repair sanitary sewers, and install a storm water collection system within the project limits. This report also recommends reconstructing Floral Drive to a 24-foot wide face-to-face paved surface roadway with a barrier style concrete curb and gutter and County Rd. F and Demar Avenue to a 28-foot wide face-to-face paved surface roadway with barrier style concrete curb and gutter. The streets in this proposed project would be designed to 7 tons, which is consistent with City standards and City code for local residential streets.

### *Project Costs*

The proposed improvements would be funded by a combination of street renewal funds, special assessments/bonding, and utility funds. The cost of the project is estimated as follows:

Street	\$ 602,000
Water Main	\$ 343,000
Sanitary Sewer	\$ 103,000
Storm Sewer	\$ 317,000
Street Lights	<u>\$ 40,000</u>
<b>Total Estimated Project Cost</b>	<b>\$ 1,405,000</b>

### ***Financing***

Street	
Street Renewal	\$ 513,005
Assessments	\$ 88,995
Water	
Water Fund	\$ 343,000
Sanitary Sewer	
Sewer Fund	\$ 103,000
Storm Sewer	
Surface Water Fund	\$ 266,012
Assessments	\$ 50,988
Street Lights	
Street Light Fund	\$ 40,000

### ***Conclusions***

1. The road reconstruction project for the Floral, County Rd. F, and Demar Neighborhood is technically and financially feasible.
2. The reconstruction of the deteriorated streets, replacement of the water distribution system, repair of the sanitary sewer collection system, installation of a storm water collection system, and replacement and installation of street lights will directly benefit the residents of the neighborhood, as well as the other residents of Shoreview.

### ***Recommendations***

1. Proceed with improvements as proposed in this report.
2. Schedule a public hearing for City Project 12-01 for March 19, 2012 at the regularly scheduled City Council meeting.

## **I. Introduction**

This report consists of the exploration of the Floral, County Rd. F, and Demar Neighborhood Road Reconstruction Project. The City Council of Shoreview ordered the preparation of a feasibility report on October 17, 2011 for the Floral, County Rd. F, Demar Neighborhood Road Reconstruction, City Project 12-01. The Floral, County Rd. F, Demar Neighborhood includes the following:

<b>Floral Drive</b>	<b>from</b>	<b>Hodgson Road to the West</b>
<b>County Rd. F</b>	<b>from</b>	<b>Hodgson Road to Demar Avenue</b>
<b>Demar Avenue</b>	<b>from</b>	<b>County Rd. F to Hodgson Road</b>

All roads within the project area are local residential streets. Adjacent properties abutting the proposed improvements consist mostly of single-family homes zoned as a Residential District (R-1) with Multi-Dwelling Residential (R-3) to the south and Ramsey County Open Space (OS) to the west. See Exhibit 1 in Appendix A for a map of the proposed project area.

The Floral, County Rd. F, and Demar Neighborhood developed throughout the past 50 years or more. The sanitary sewer system was installed in 1966 to all portions of the project area. Water main was installed in 1972 to all portions of the project area. All existing lots within the project area are currently served by the City's sanitary sewer collection and water distribution systems.

All streets within the project area are of a rural design with limited storm sewer systems and no concrete curb and gutter. The existing storm sewer system allows surface water to run overland and along street edges to storm inlets which direct the runoff into Snail Lake Regional Park.

The project is located within the Grass Lake Watershed Management Organization District (GLWMO). The City is not required to obtain separate permits through the GLWMO for the improvements made on this project, as City staff reviews and approves all applications for GLWMO.

There are many large trees, mainly oak, that are located close to the existing roadways and would be affected or need to be removed as part of the reconstruction project, which would significantly alter the character of the neighborhoods. Preliminary design alternatives including a narrower road width, alignment of the road centerline, directionally boring the watermain, and lining sanitary sewer service lines were evaluated to determine if the number of affected trees could be reduced. These design alternatives were presented to the residents and this report reflects design elements/considerations based on the input received.

City staff hosted neighborhood informational meetings for the residents located within the project area on December 15, 2011 and February 2, 2012. Comments received at the meetings included the poor condition of the road and issues with storm water runoff and

drainage. Some of the residents also asked if a drive-over curb could be installed as opposed to the barrier style curb.

A letter survey was also sent out to the residents requesting input on proposed road widths and the installation of additional street lights. In the Floral neighborhood a 24-foot wide road would reduce the number of trees that would need to be removed by about half when compared to a 28-foot wide road. Residents were made aware that parking would be restricted to one side with a 24-foot wide road to allow emergency vehicles to pass. Based on the surveys that were returned the majority of the residents in the Floral neighborhood would prefer a 24-foot wide roadway with no additional street lights. For the County F, Demar neighborhood the majority would prefer a 28-foot wide roadway with some additional street lights.

This report was prepared by the Shoreview Public Works Department and addresses the existing conditions, proposed improvements, and estimated cost of the improvements. If this feasibility report is received and improvements subsequently ordered, the work will require approximately five months to complete. City staff will conduct all design work surveying, construction inspection, and contract administration for this project.

## **II. Existing Conditions – Streets and Public Utilities**

### ***Street – Pavement and Soils***

Streets within the project area consist of approximately 3300 linear feet of roadway varying in width from 25 to 30-feet with no curb and gutter and a limited storm sewer collection system. All streets within the project area have speed limits of 30 mph, which is typical of local residential streets throughout Shoreview. The traffic volumes throughout this area are generally less than 500 Annual Average Daily Traffic (AADT). All three roads intersect with a section of County Highway 49 that the County is planning to reconstruct in the near future. Access management of these intersections has been studied by the County as part of the preliminary design process for Highway 49.

The street surfaces are bituminous asphalt pavement with major distresses including cracking, heaving, settlement, and patches. The majority of the pavement surface area is distressed due to the age of the asphalt pavement.

A surface exploration and geotechnical review has been completed for the project site and is included in Appendix B of this report. Soils beneath the bituminous pavement are comprised mainly of sands and silty sands. Typically these soils are fast to moderately draining, are considered to have relatively low frost susceptibility, and offer good stability.





*Typical view of asphalt surface within project area*

### ***Water Main***

The project area is served by Shoreview's municipal water system, which is located within the right-of-way. The existing water main consists of 6-inch and 8-inch cast iron pipe (CIP). CIP water main is a relatively brittle material and over time can fracture or break. Water main breaks have occurred in the project area, which required the excavation of the street to repair the water main system.

### ***Sanitary Sewer***

All existing lots within the project area are served by the City's sanitary sewer collection system, which is located within the right-of-way. The sanitary sewer for the entire project area is routed to the west to a 30" Metropolitan Council sanitary sewer main.

The existing sanitary sewer main that serves the project area consists of 9-inch vitrified clay pipe (VCP). VCP sanitary sewer lines are typically very brittle and tend to fracture easily. This type of pipe is not utilized in modern construction practices.

City staff contracted with an independent company to televise the sanitary sewer main line located within the project area. The televised inspection showed cracking of the main line pipe, which is an indication of structural deficiencies in the pipe, and blockage from tree roots in the main line and service piping.

### ***Storm Sewer***

Surface water runoff flows overland and along street edges into inlets that direct the runoff into Snail Lake Regional Park.

A minor stormwater collection system was installed in the project area in the 1960's and 70's. A 36" storm sewer was installed on County Road F which collects runoff from the ditch along the west side of Hodgson Road and County Road F and discharges to the west into Snail Lake Regional Park. An 18" storm sewer was installed on Demar Avenue, which collects runoff from the ditch along the west side of Hodgson Road and Demar Avenue, and discharges to the west into Snail Lake Regional Park. Storm water runoff on Floral Drive is collected at two low points and directed into Snail Lake Regional Park.

### ***Street Lights***

The project area is currently served by three streetlights that are owned by Xcel. The streetlights consist of wooden poles, cobra-head light fixtures with 75-watt high-pressure sodium bulbs, and power supplied by overhead lines.

## **III. Proposed Improvements – Streets, Storm Sewer, Water Main and Sanitary Sewer**

Preliminary drawings showing the proposed improvements are included in Exhibit 3 of Appendix A of this report.

### ***Streets – Pavement, Concrete Curb and Gutter, and Soils***

City staff is proposing that all roads within the project area be reconstructed with a paved surface and a barrier style concrete curb and gutter. The pavement would meet a 7-ton design, which is the City standard for streets in similar neighborhoods. Streets on Floral Drive would be constructed to a width of 24-feet from face of curb to face of curb. Streets for County Road F and Demar would be constructed to a width of 28-feet from face to face of the curb. A cross-section of the proposed street with a bituminous surface and concrete surface are shown in Exhibit 2 of Appendix A. The proposed concrete curb and gutter would be a barrier- type of curb. Concrete curb in driveway areas would be cut down into the curb to allow a smooth transition between the roadway and driveway.

The recommended widths for the streets are consistent with similar residential neighborhoods within the City. The estimated life of these types of improvements is typically a minimum of 20 years; with Shoreview's preventative measures (such as crack filling and seal coating), the pavement surface should be serviceable upwards of 30-35 years.

Preliminary plans created by the County for the future reconstruction of Highway 49 include modifications to the County Road F/Highway 49 intersection. The modification to County Road F, on the west side of Highway 49 and located within the proposed project area, includes removing the intersection of County Road F/Highway 49 and installing a cul-de-sac on County Road F. The modification to County Road F on the east side includes changing the alignment of the County F/Highway 49 intersection. The County is proposing the change because the current intersection does not meet the

County's minimum site distance requirements. City staff supports the County's proposed modifications to the County F intersection, as it relates to the future corridor improvements and access management, and it has included the cul-de-sac in the preliminary design.

City staff has reviewed the soil borings that were conducted by American Testing and Engineering. According to the soils engineering report the soils beneath the existing bituminous pavement are comprised of mainly sands and silty sands. Typically these soils are fast to moderately draining, are considered to have relatively low frost susceptibility, and offer good stability. The soils will provide an excellent base for the bituminous road surface.

### ***Water Main***

The project would include the replacement of approximately 3350-linear feet of existing six-inch and 8-inch CIP water main. CIP water main is a relatively brittle material that fractures fairly easily when soils are disturbed or settlements occur around water mains. The disturbance of soils during the storm sewer installation and sanitary sewer repairs near and around the CIP could pose a potential risk of water main failures after construction. It has been the City's practice to replace CIP watermain when adjacent construction work would disturb the original watermain installation. The watermain would be replaced with High Density Polyethylene (HDPE) pipe that will be installed using directional drilling. HDPE pipe has been used in past projects in areas with narrow easements or to reduce surface disruption. It is proposed for this project due to the large number of trees located in the area. Directional drilling will significantly reduce the number trees that would need to be removed when compared to an open trench installation. As part of the water main replacement all one-inch copper water services within the right-of-way, curb stops, gate valves, and hydrants will also be replaced.

City staff has reviewed the properties located in the neighborhood and found that no additional services are warranted for future lot spits or sub-divisions.

### ***Sanitary Sewer***

The deficiencies of the sanitary sewer evident on the televised inspection listed under the existing conditions can be corrected by the installation of a cured-in-place liner, which would restore the structural integrity of the sewer main. A cured-in-place liner does not require excavation of the sewer main and can be installed by access through existing manholes. The sanitary sewer pipe within the project area will be lined, at a later date, as part of a future City wide lining project.

The proposed sanitary sewer work for the project will include the replacement of sanitary sewer services within the road right-of-way. The service lines are constructed of the same material as the sewer main and experience the same problems. It has been the City's practice to replace the sanitary sewer services with Polyvinyl Chloride (PVC) pipe in reconstruction areas where VCP sewer services exists. PVC pipe is the modern

standard for sewer services; it has tight joints that keep out tree roots and groundwater and is stiff enough to resist settlement. The scope of these proposed improvements will not include excavating and repair of sanitary sewer services within the private property of residential properties.

City staff examined the feasibility of offering residents the option of lining the sanitary sewer service lines that serve their property in lieu of the standard open trench method of replacement. There are a number of trees located in the City right of way that may need to be removed due to the replacement of the sanitary service lines and the cured-in-place liner would significantly reduce the number of trees that would need to be removed as compared to the standard open trench method. This method requires the entire service pipe to be lined from the main sewer line to the house, so the City and resident would need to participate in a cost share to cover the entire cost. The City would pay the cost to line the pipe from the main to the property line and the resident from the property line to the house. The cost for lining the service pipe is approximately 4 times higher than the open trench method. Due to the higher cost City staff does not feel lining service lines is a feasible option.

### ***Storm Sewer***

The proposed improvements for this project include the installation of a stormwater collection and infiltration system consisting of a series of catch basins, catch basin manholes, and underground infiltration chambers.

Stormwater runoff that drains to the streets within the project area would be collected at the catch basins and directed to storage chambers located beneath the road. The storage chambers are perforated and surrounded by a rock storage layer, which allows water to pass from the chambers into the sub-base and infiltrate into the ground. The storage chambers and rock storage layer will be sized to store and infiltrate the runoff associated with a 10-year storm event, which is the City standard for street stormwater collection systems.

The project site is well suited for an underground storage and infiltration system. The sub-base is mainly comprised of sandy soil that will allow storm water to infiltrate at a moderate to high rate. Underground storage and infiltration systems have been used in previous City projects to infiltrate stormwater runoff. Projects include the Hawes/Demar Neighborhood Reconstruction completed in 2010, the Birch Lane Neighborhood Reconstruction completed in 2000 and the Turtle Lake Water Improvement completed in 2008. The systems have been performing well and City staff is comfortable with the maintenance requirements.

As part of the feasibility process City staff examined two other stormwater management systems including pervious concrete and above ground storage and infiltration ponds. The cost for the pervious concrete collection system is approximately 25% higher than the combined cost of the pavement road surface and underground storage and infiltration system. Due to the higher cost City staff does not feel pervious concrete is a financially

feasible option. Above ground storage and infiltration ponds require a large amount of surface area and would require the City to purchase property. There is no land available within the project area for storm water ponding. Due to the design and maintenance challenges and the cost associated with purchasing land, City staff does not feel that above ground storage and infiltration ponds are a feasible option.

The proposed improvements are consistent with the goals and policies of Shoreview's Surface Water Management Plan (SWMP) and the requirements of the City's National Pollution Discharge Elimination System (NPDES) permit and Surface Water Pollution Prevention Plan (SWPPP).

Plans and specifications will incorporate erosion control practices consistent with Minnesota Pollution Control Agency's Best Management Practices and meet all requirements of the NPDES.

### ***Street Lights***

The proposed improvements for this project include replacing the existing Xcel owned streetlights with new poles, overhead light fixtures, and underground power and adding additional lights. The streetlights would be installed in approximately the same locations as the existing lights with additional lights installed at the curved sections of County F and Demar Avenue.

City staff would hire an electrical engineer to assist with the design, plans and specification for this work and the street light system would be designed to meet Xcel Energy's requirements. The street light system would also be designed to be a metered system where the City would purchase the electrical power from Xcel. The City would then own and maintain the street lighting system. The proposed street lights would be consistent with more recently installed lighting systems which would standardize the light poles, fixtures, and bases within the City.

### ***Private Utilities***

The City notifies all utility companies as it relates to the proposed improvements on projects. Private utilities and their associated agencies located on this project include Comcast Communication - Cable and Television; Century Link - Telephone and Communication; and Xcel Energy - Electric, Gas & existing Street Lights. The City of Shoreview encourages these companies to repair or replace their utilities during or prior to the start of Shoreview's construction projects.

### ***Landscaping***

It is anticipated that this project will have an impact on boulevard trees. As per past practices, the City will replace boulevard trees on the project where opportunities arise. The City code references that trees are to be replaced on a two-for-one basis. Where boulevard trees get close to construction limits, City staff will make every effort to

protect existing trees within the right-of-way. However, when necessary, trees will be removed to allow for the proposed construction and clear zones. As per past practice, staff will work with adjacent property owners individually to assess impacts on trees located on private property.

### ***Permits***

The City is required to obtain the necessary permits to construct this project. Permits are necessary for the repair and construction as it relates to site disturbance and work located with Ramsey County right-of-way.

As required by the Minnesota Pollution Control Agency, a NPDES permit is needed for disturbances over one acre in size. Local agencies and contractors must obtain permits and provide sureties to prevent erosion from exiting the construction site on all sites one acre or more that are being disturbed. This permit must be obtained by common permit by both the City and contractor prior to starting the construction project.

The preliminary design for the storm water improvements doesn't indicate a requirement for DNR or Army Corps of Engineers permits. .

The City will be required to obtain approval from the Department of Health for the work associated with the sanitary sewer collection and water distributions systems. The approval will be required prior to construction of the project.

## **IV. Estimated Costs**

A detailed cost estimate is included in Appendix C of this report. The cost estimate is based on construction prices experienced for similar improvements and includes an additional 25% to cover non-construction costs associated with the project such as; engineering, legal, administrative costs, and construction contingencies. A summary of the estimated total costs for the project is listed below:

Street	\$ 602,000
Water Main	\$ 343,000
Sanitary Sewer	\$ 103,000
Storm Sewer	\$ 317,000
Street Lights	<u>\$ 40,000</u>
<b>Total Cost Floral, County F, Demar Neighborhood</b>	<b>\$ 1,405,000</b>

## V. Estimated Assessments

Assessments proposed for improvements are administered in accordance with Minnesota Statutes, Chapter 429 and the City of Shoreview Street Renewal Program Unit Assessment Policy dated March 7, 1986.

Appendix D has a detailed map and list of residential properties with proposed assessments for the improvements. The payback period for assessments related to street and storm sewer is typically 10-years.

### *Street*

Shoreview's Street Assessment Policy states that adjacent property and any property with primary access to the roadway receiving the improvement will be assessed the equivalent cost of concrete curb and gutter on an "equivalent unit" basis. A typical single-family residential lot is considered as one "unit" for street assessment purposes.

Total estimated cost of concrete curb and gutter	\$ 90,750
Total number of units	52
Estimated street assessment amount	\$ 1,745/unit

### *Storm Sewer*

Storm sewer assessments are proposed for this project. City records indicate that the properties within the project area have not been previously assessed for storm sewer improvements. In accordance with the City's assessment policy for storm sewer the amount assessed for each lot is dependant on the size of the lot. The first 13,000-square feet (sf) is assessed at \$0.07/sf, addition area from 13,001-19,000sf is assessed at \$0.035/sf, with no additional assessment over 19,000sf. The maximum storm sewer assessment for a residential lot on this project is \$1,120/unit.

Total assessed cost of storm sewer	\$ 50,988
Estimated storm water assessment amount	Dependant on lot size

### *Sanitary Sewer and Water Main*

It has been Shoreview's practice to assess for sanitary sewer and water main improvements once, at the time of original construction. City sewer and water currently serve all properties located in this neighborhood. City staff has reviewed the properties located in the neighborhood and found that no additional services are warranted for future lot splits or sub-divisions. Therefore sanitary sewer and water assessments are not warranted in this neighborhood.

## **VI. Funding Sources**

The proposed improvements would be funded by a combination of street renewal funds, special assessments, and utility funds.

Street	
Street Renewal	\$ 513,005
Assessments/Bonding	\$ 88,995
Water	
Water Fund	\$ 343,000
Sanitary Sewer	
Sewer Fund	\$ 103,000
Storm Sewer	
Surface Water Fund	\$ 266,012
Assessments/Bonding	\$ 50,988
Street Lights	
Street Light Fund	\$ 40,000

## **VII. Project Schedule**

Assuming receipt of this report by the City Council, the proposed project schedule will be as follows:

Council Receives Feasibility Report	February 21, 2012
Public Improvement Hearing	March 19, 2012
Council Approve Plans and Specifications	April 2, 2012
Bid Opening	May 10, 2012
Council Award Contract	May 21, 2012
Construction Start	June 2012
Construction Complete	October 2012
Assessment Hearing	October 2013



## **VIII. Conclusions and Recommendations**

### ***Conclusions***

1. The reconstruction project for the Floral, County Rd. F, Demar Neighborhood is technically and financially feasible.
2. The reconstruction of the deteriorated streets, replacement of the water distribution system, repair of the sanitary sewer collection system, and installation of a storm collection system will directly benefit the residents of the neighborhood, as well as the other residents of Shoreview.

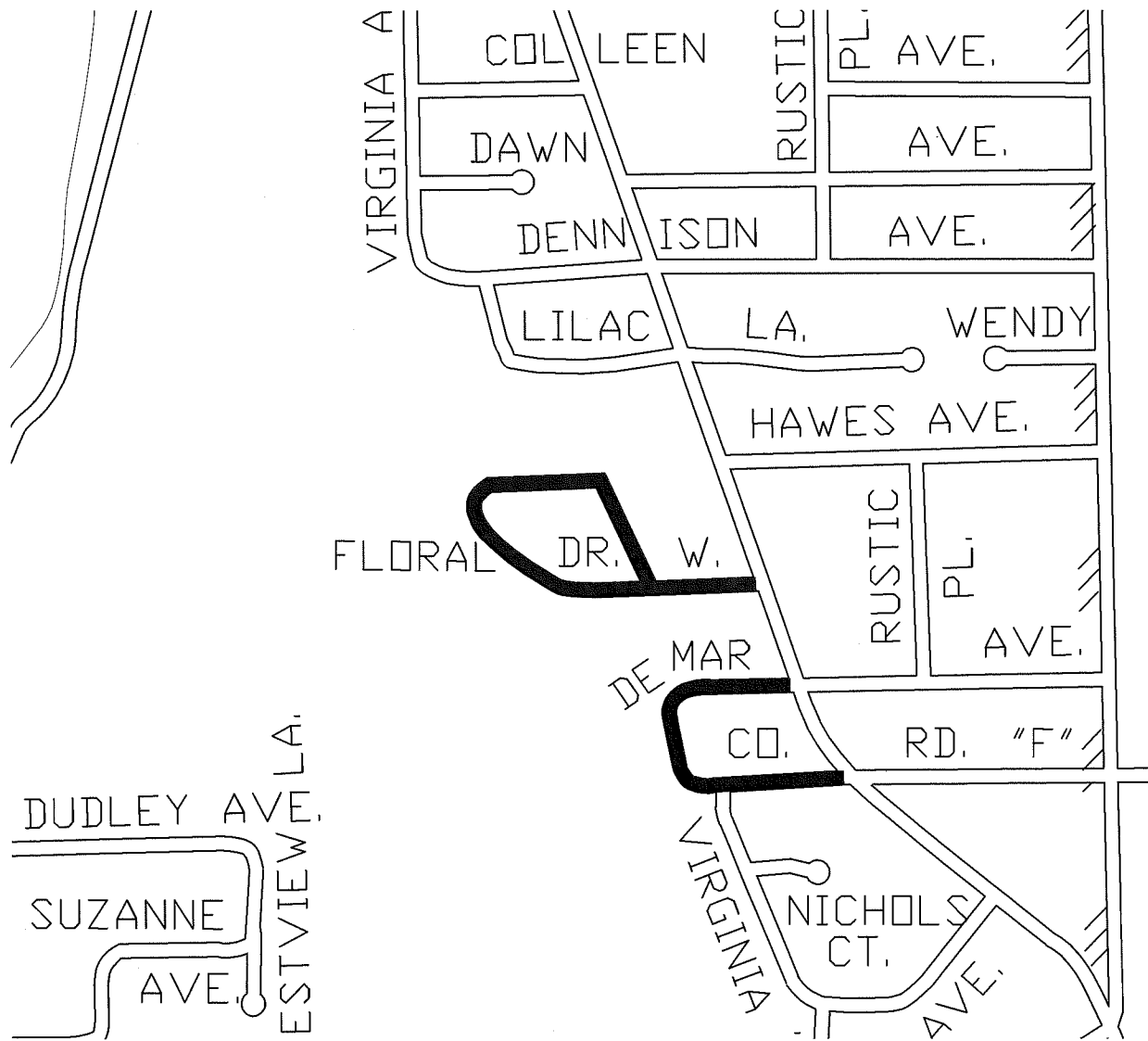
### ***Recommendations***

1. Proceed with improvements as proposed in this report.
2. Schedule public hearings for City Project 12-01 on March 19, 2012 at the regularly scheduled City Council meeting.

## **APPENDIX A**

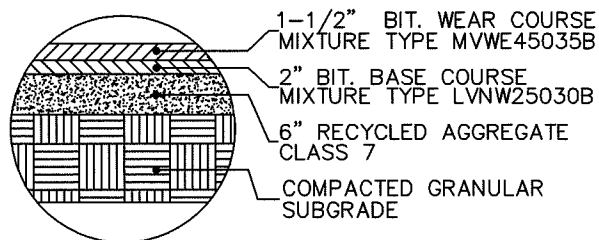
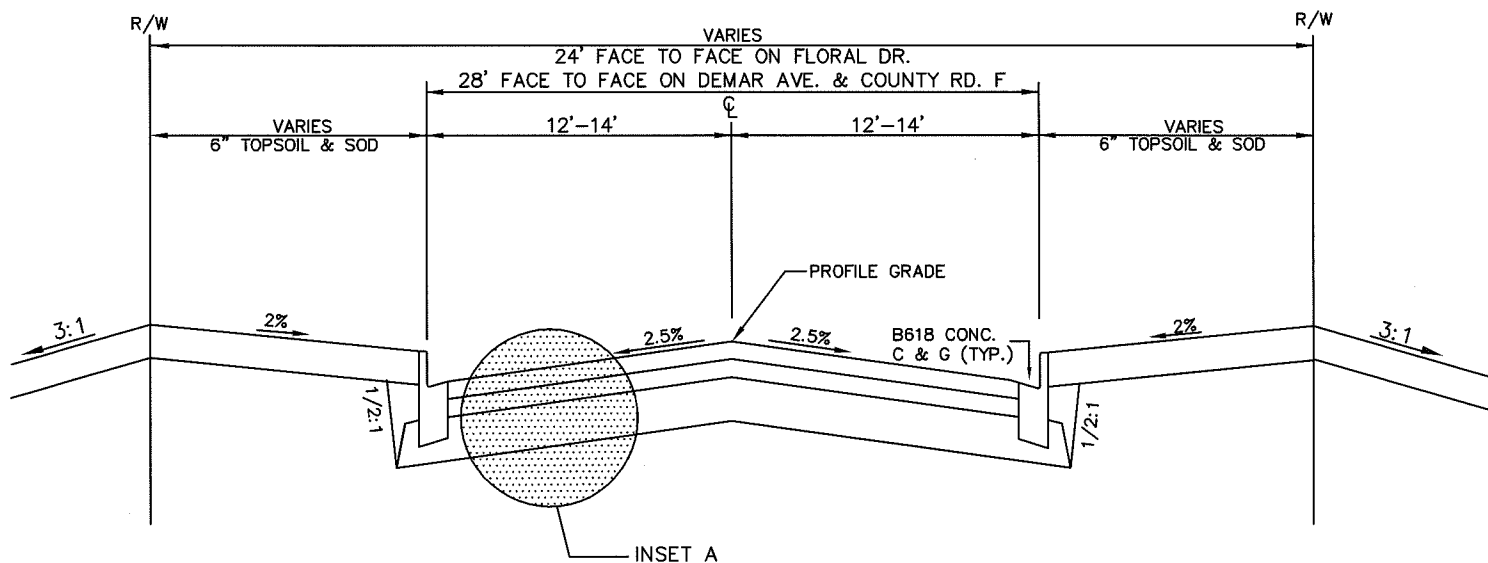
### Exhibits

CITY OF SHOREVIEW  
COUNTY RD F, DEMAR AVE. & FLORAL DR.  
RECONSTRUCTION  
CITY PROJECT NO. 12-01



LOCATION MAP  
DECEMBER 2011

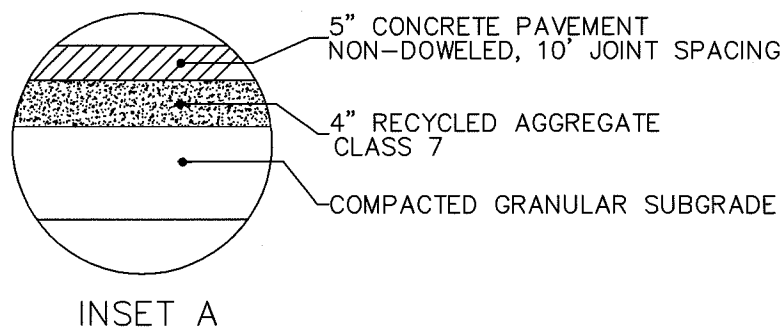
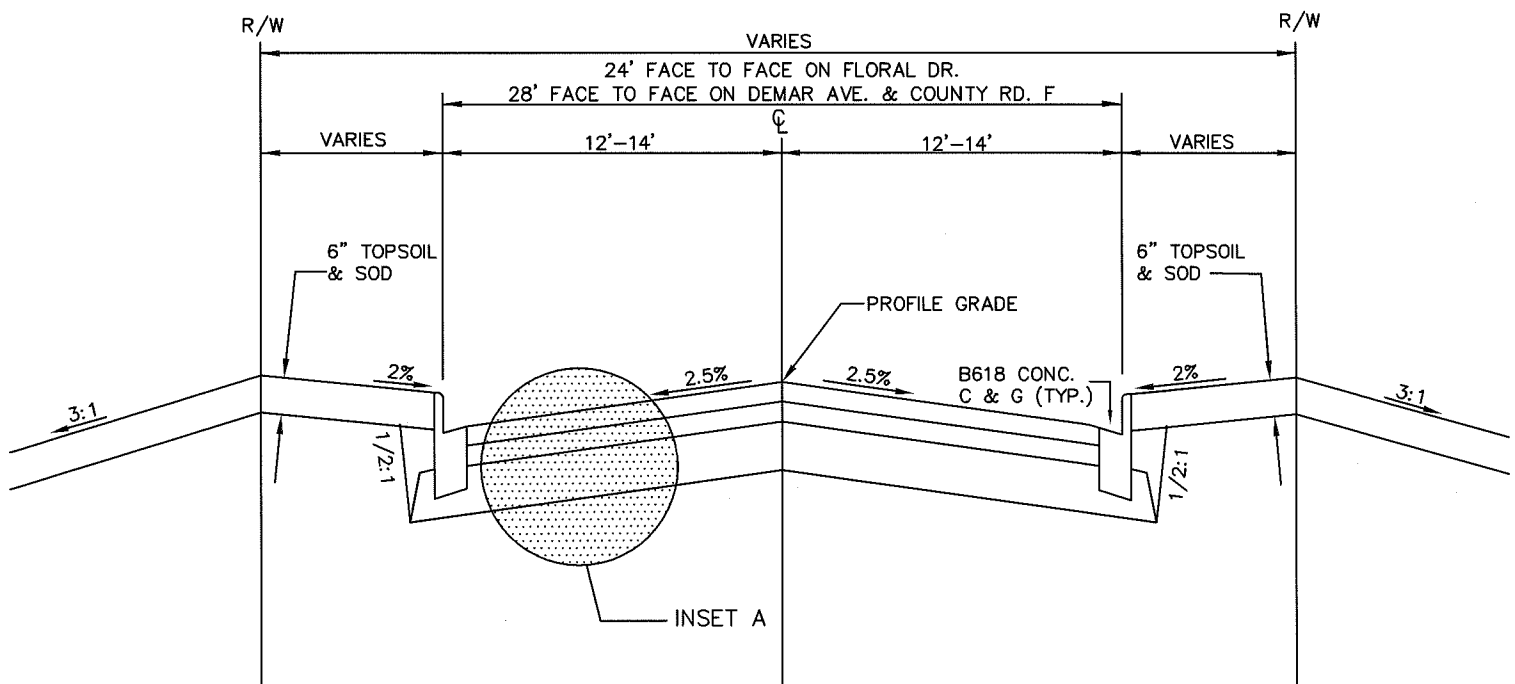
CITY OF SHOREVIEW  
FLORAL DRIVE, DEMAR AVE.  
COUNTY RD. F. RECONSTRUCTION  
CITY PROJECTS 12-01



INSET A

TYPICAL STREET SECTION  
BITUMINOUS PAVEMENT  
EXHIBIT 2  
FEBRUARY 2012

CITY OF SHOREVIEW  
FLORAL DRIVE, DEMAR AVE.  
COUNTY RD. F. RECONSTRUCTION  
CITY PROJECTS 12-01



TYPICAL STREET SECTION  
CONCRETE PAVEMENT  
EXHIBIT 2  
FEBRUARY 2012



# CITY OF SHOREVIEW

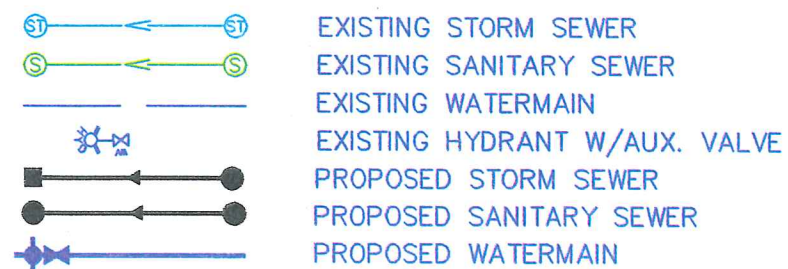
## CO. RD. F / DEMAR AVE. / FLORAL DR.

### RECONSTRUCTION

### CITY PROJECT 12-01



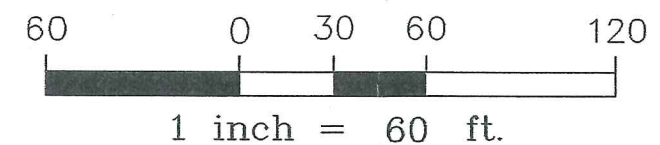
#### LEGEND



#### COUNTY ROAD F PROPOSED IMPROVEMENTS

- \* 28 FT. WIDTH FACE TO FACE
- \* NEW CONCRETE CURB & GUTTER
- \* AGGREGATE BASE
- \* NEW BITUMINOUS SURFACE
- \* STORM SEWER UPGRADES
- \* WATERMAIN CONSTRUCTION
- \* SANITARY SEWER REPAIRS
- \* TURF REPLACEMENT

#### GRAPHIC SCALE





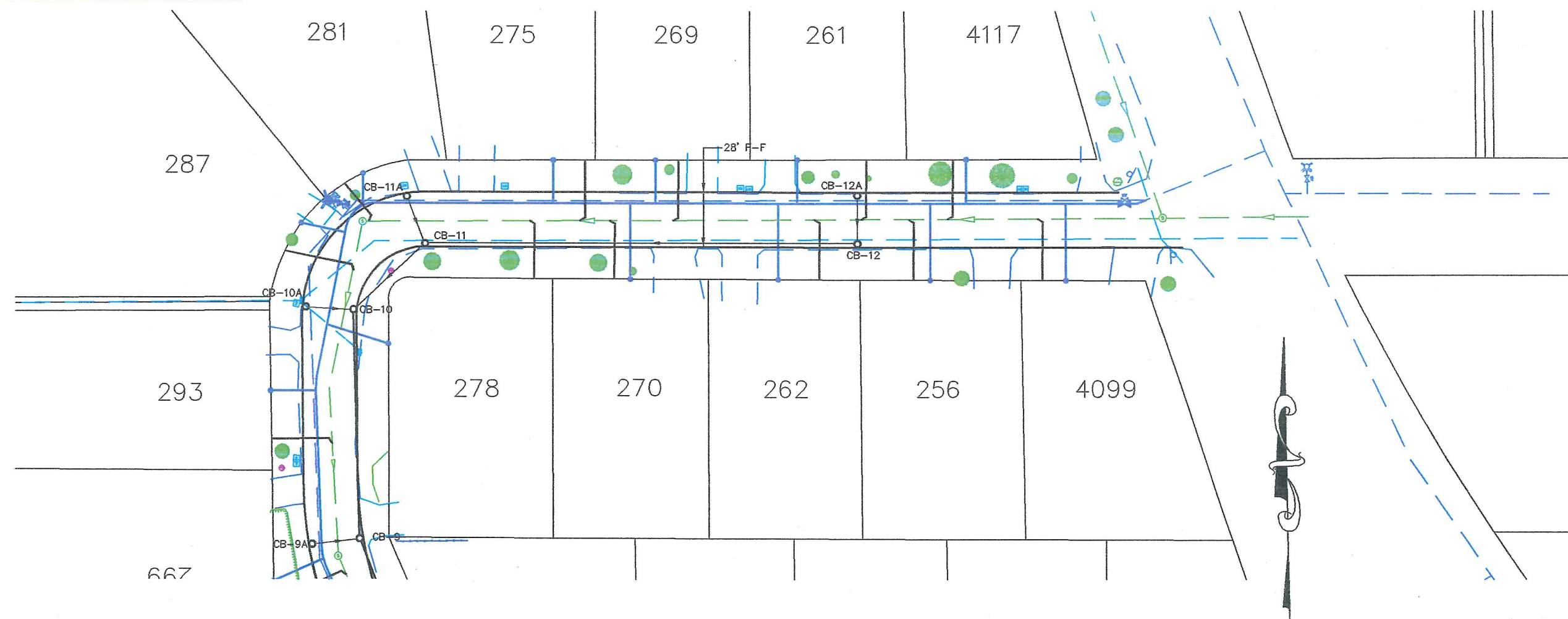


# CITY OF SHOREVIEW

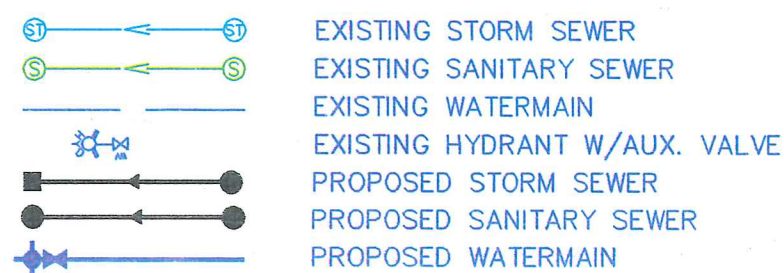
## CO. RD. F / DEMAR AVE. / FLORAL DR.

### RECONSTRUCTION

### CITY PROJECT 12-01



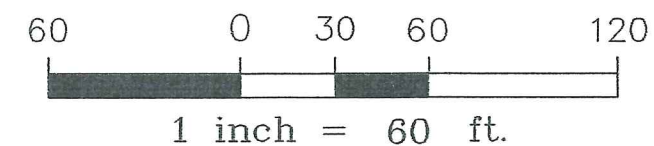
#### LEGEND



#### DEMAR AVE. PROPOSED IMPROVEMENTS

- \* 28 FT. WIDTH FACE TO FACE
- \* NEW CONCRETE CURB & GUTTER
- \* AGGREGATE BASE
- \* NEW BITUMINOUS SURFACE
- \* STORM SEWER UPGRADES
- \* WATERMAIN CONSTRUCTION
- \* SANITARY SEWER REPAIRS
- \* TURF REPLACEMENT

#### GRAPHIC SCALE







# CITY OF SHOREVIEW

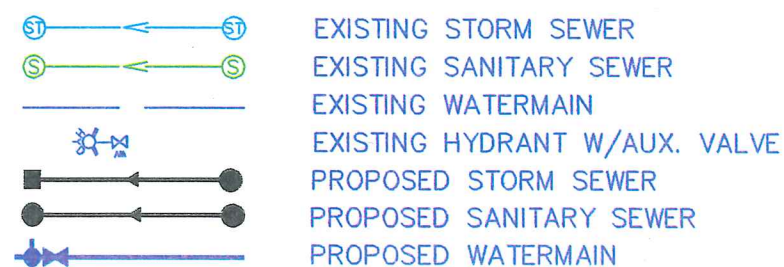
## CO. RD. F / DEMAR AVE. / FLORAL DR.

### RECONSTRUCTION

### CITY PROJECT 12-01



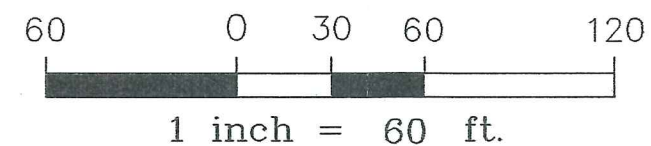
#### LEGEND



#### FLORAL DR. PROPOSED IMPROVEMENTS

- \* 24 FT. WIDTH FACE TO FACE
- \* NEW CONCRETE CURB & GUTTER
- \* AGGREGATE BASE
- \* NEW BITUMINOUS SURFACE
- \* STORM SEWER UPGRADES
- \* WATERMAIN CONSTRUCTION
- \* SANITARY SEWER REPAIRS
- \* TURF REPLACEMENT

#### GRAPHIC SCALE



**EXHIBIT 3**  
**(3 OF 4)**  
**FEBRUARY 2012**



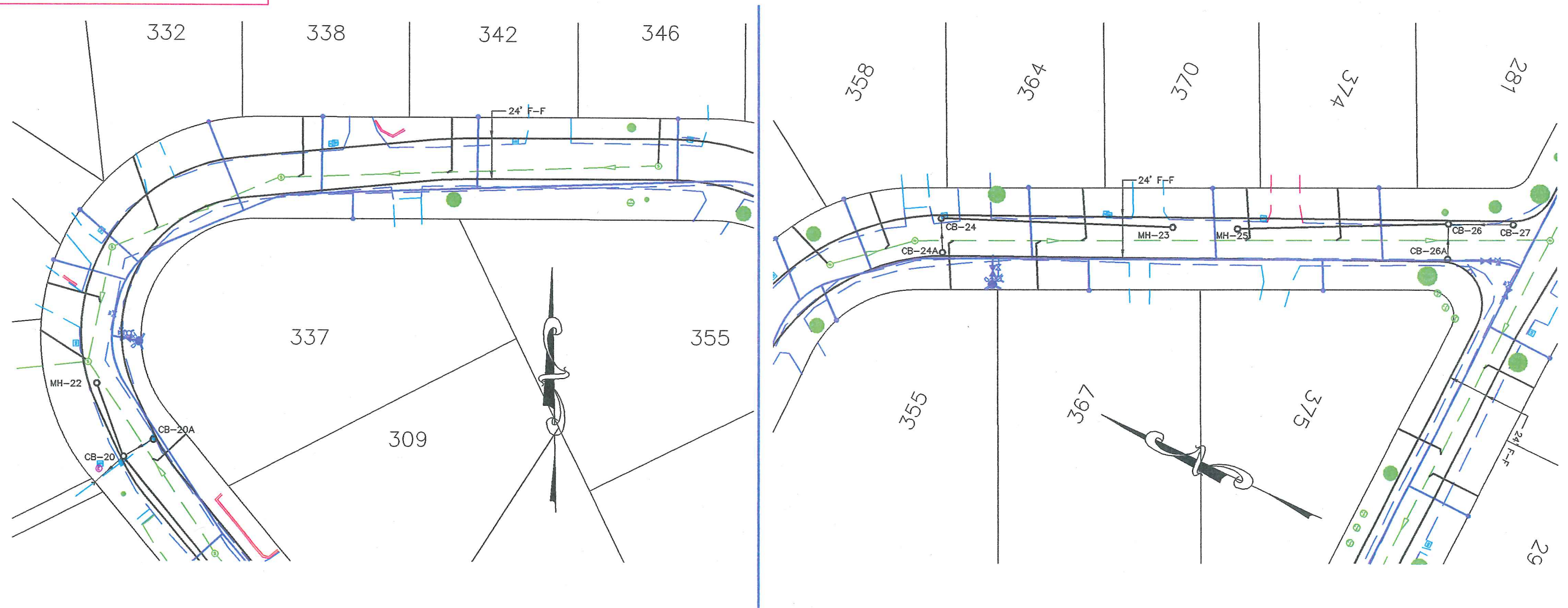


# CITY OF SHOREVIEW

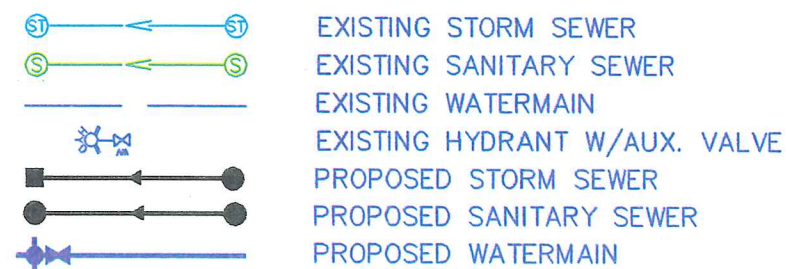
## CO. RD. F / DEMAR AVE. / FLORAL DR.

### RECONSTRUCTION

### CITY PROJECT 12-01



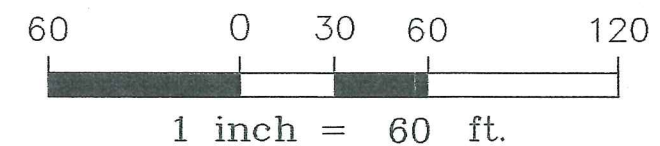
#### LEGEND



#### FLORAL DR. PROPOSED IMPROVEMENTS

- \* 24 FT. WIDTH FACE TO FACE
- \* NEW CONCRETE CURB & GUTTER
- \* AGGREGATE BASE
- \* NEW BITUMINOUS SURFACE
- \* STORM SEWER UPGRADES
- \* WATERMAIN CONSTRUCTION
- \* SANITARY SEWER REPAIRS
- \* TURF REPLACEMENT

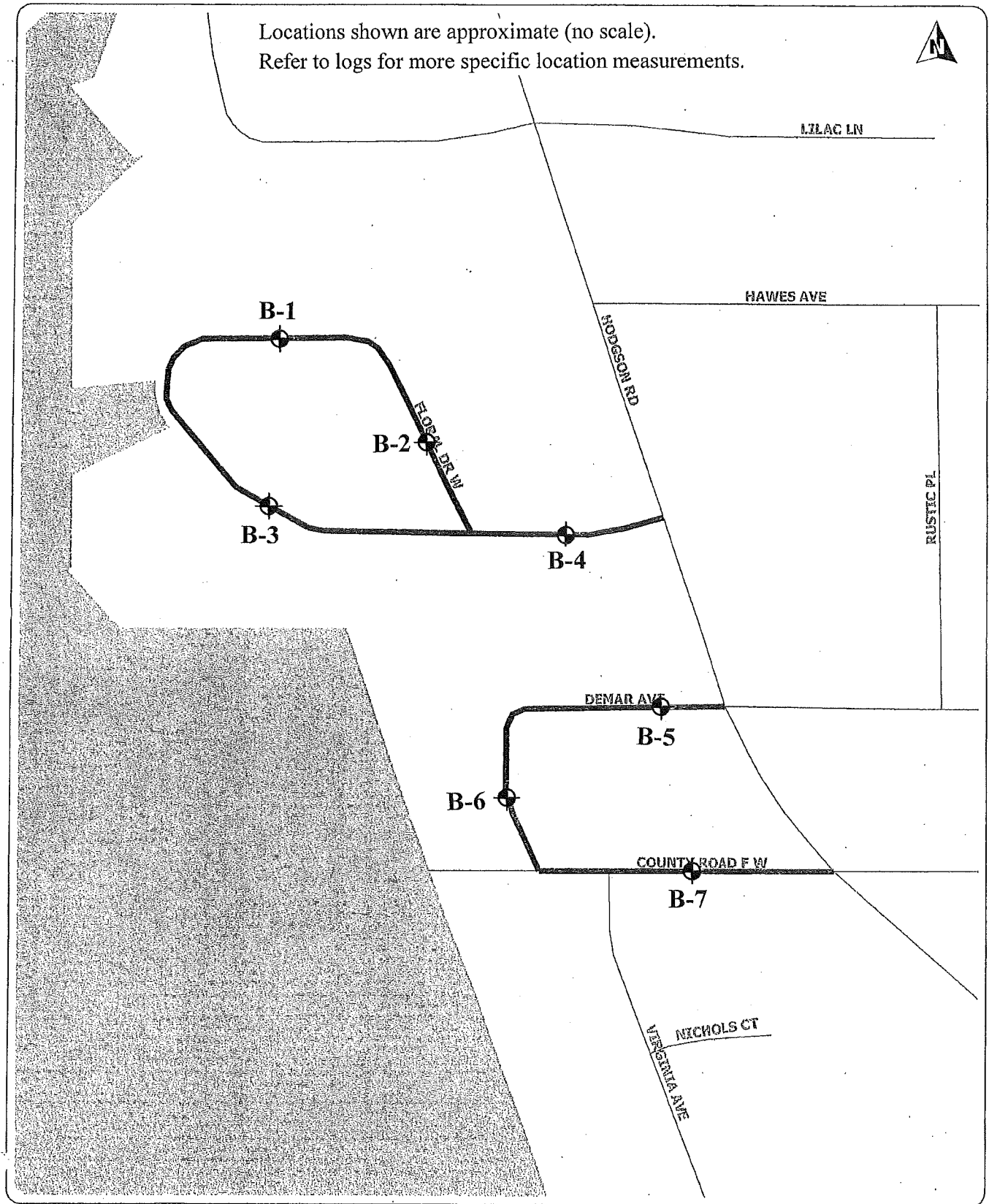
#### GRAPHIC SCALE



**EXHIBIT 3**  
**(4 OF 4)**  
**FEBRUARY 2012**

## **APPENDIX B**

### **Soil Borings**



## County Road F, Demar Ave & Floral Drive

Figure 1 – Boring Locations  
AET No. 01-05261



AMERICAN  
ENGINEERING  
TESTING, INC.

# SUBSURFACE BORING LOG

AET JOB NO: **01-05261**

LOG OF BORING NO. **B-1 (p. 1 of 1)**

PROJECT: **2012 Street Reconstruction; Shoreview, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	3.25" Bituminous pavement	FILL									
2	FILL, mostly sand with silt, pieces of bituminous, light brown, a little dark brown (A-3)		22	M	SS	20					
3			6	M	SS	24					
4											
5											
6			4	M	SS	18					
7											
8			2	M	SS	20	9				10
9	SAND, fine grained, light grayish brown, moist, loose (SP) (A-3) (possible fill)	COARSE ALLUVIUM OR FILL									
10			9	M	SS	20					
11											
12	SAND, fine grained, light brown, a little light grayish brown, moist, medium dense, laminations of fine sand with silt (SP) (A-3)	COARSE ALLUVIUM									
13			12	M	SS	20					
14	SAND, trace roots, fine grained, light brown, a little light grayish brown, moist, loose, lenses of silt (SP) (A-3)										
15			9	M	SS	24					
16											
<b>END OF BORING</b>											
Location: Floral Drive (north E-W segment), 8'N of C/L, 769' N & W (along east N-S segment C/L and then north E-W segment C/L) of south E-W segment C/L											

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS						NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG	
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL		WATER LEVEL
0-14½'	3.25" HSA	10/31/11	10:42	16.5	14.5	14.9			None
BORING COMPLETED: 10/31/11									
DR: DS LG: JJ Rig: 33C									

AET CORP 01-05261.GPJ AET+CPT+WELL.GDT 11/15/11

03/2011

01-DHR-060



AMERICAN  
ENGINEERING  
TESTING, INC.

# SUBSURFACE BORING LOG

AET JOB NO: **01-05261**

LOG OF BORING NO. **B-2 (p. 1 of 1)**

PROJECT: **2012 Street Reconstruction; Shoreview, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	3.75" Bituminous pavement	FILL	11	M	SS	20	6				11
2	FILL, mixture of sand with silt and silty sand, brown and dark brown, a little black and light grayish brown (A-2-4)										
3											
4	FILL, mostly sand with silt, light brown and brown (A-3)	FILL	9	M	SS	20					
5											
6	END OF BORING										
<p><i>Location: Floral Drive (east N-S segment), 8'E of C/L, 179'N (along C/L) of Floral Drive C/L (south E-W segment)</i></p>											

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-4'	3.25" HSA	10/31/11	10:02	6.0	4.0	5.1		None	
BORING COMPLETED: 10/31/11									
DR: DS LG: JJ Rig: 33C									

AET CORP 01-05261.GPJ AET-CPT+WELL.GDT 11/15/11

03/2011

01-DHR-060



AMERICAN  
ENGINEERING  
TESTING, INC.

# SUBSURFACE BORING LOG

AET JOB NO: **01-05261**

LOG OF BORING NO. **B-3 (p. 1 of 1)**

PROJECT: **2012 Street Reconstruction; Shoreview, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	1.5" Bituminous pavement	FILL	17	M	SS	20					
2	3.5" FILL, mostly silty sand, dark brown (A-2-4)										
3	FILL, mostly sand with silt, a little gravel, pieces of bituminous, brown (A-3)										
4	SAND WITH SILT, fine grained, light brown, a little brown, moist, loose (SP-SM) (A-3)	COARSE ALLUVIUM OR FILL	5	M	SS	24					
5	(possible fill)										
6											
6	<b>END OF BORING</b>										
<p><i>Location: Floral Drive (south E-W segment), 7'S/SW of C/L, 430'W (along C/L) of Floral Drive C/L (east N-S segment)</i></p>											
DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG		
0-4' 3.25" HSA		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL			
		10/31/11	9:36	6.0	4.0	5.0		None			
BORING COMPLETED: 10/31/11											
DR: DS LG: JJ Rig: 33C											

AET CORP 01-05261.GPJ AET-CPT+WELL.GDT 11/15/11

03/2011

01-DHR-060



AMERICAN  
ENGINEERING  
TESTING, INC.

# SUBSURFACE BORING LOG

AET JOB NO: **01-05261**

LOG OF BORING NO. **B-4 (p. 1 of 1)**

PROJECT: **2012 Street Reconstruction; Shoreview, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	2.75" Bituminous pavement	FILL									
2	FILL, mostly silty sand, brown, a little dark brown (A-2-4)		8	M	SS	20					
3	SAND WITH SILT, fine grained, brown mottled, moist, loose (SP-SM) (A-3) (possible fill)	COARSE ALLUVIUM OR FILL	9	M	SS	20					
4	SAND, fine grained, light brown and brown mottled, moist, loose, lenses and laminations of sand with silt (SP) (A-3)	COARSE ALLUVIUM	10	M	SS	24					
5											
6											
7	SAND, fine grained, light grayish brown to light brown, moist, medium dense to loose (SP) (A-3)		15	M	SS	24					
8											
9											
10			16	M	SS	20					
11											
12											
13			15	M	SS	20					
14											
15											
16			8	M	SS	20					
<b>END OF BORING</b>											
Location: Floral Drive, 8'S of C/L, 186'W of Hodgson Road C/L											

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-14 1/2'	3.25" HSA	10/31/11	11:26	16.5	14.5	14.8		None	
BORING COMPLETED: 10/31/11									
DR: DS LG: JJ Rig: 33C									

AET CORP 01-05261.GPJ AET-OPT+WELL.GDT 11/4/11

03/2011

01-DHR-060





AMERICAN  
ENGINEERING  
TESTING, INC.

# SUBSURFACE BORING LOG

AET JOB NO: **01-05261**

LOG OF BORING NO. **B-5 (p. 1 of 1)**

PROJECT: **2012 Street Reconstruction; Shoreview, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	2.75" Bituminous pavement	FILL									
1	SAND WITH SILT, fine grained, light grayish brown, a little brown, moist, medium dense (SP-SM) (A-3) (possible fill)	COARSE ALLUVIUM OR FILL	12	M	SS	20					
2	SAND, fine grained, light grayish brown, moist, loose (SP) (A-3)	COARSE ALLUVIUM	7	M	SS	20					
3											
4											
5											
6			6	M	SS	24					
7											
8			7	M	SS	18	6				5
9											
10											
11			7	M	SS	20					
12											
12	SAND WITH SILT, fine grained, light grayish brown, a little light brown, moist, loose to medium dense, lenses and laminations of silt (SP-SM) (A-3)		8	M	SS	24					
13											
14											
15											
16			12	M	SS	20					
<b>END OF BORING</b>											
Location: Demar Avenue, 9'S of C/L, 190'W of Hodgson Road C/L											

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-14½'	3.25" HSA	10/31/11	12:10	16.5	14.5	14.9		None	
BORING COMPLETED: 10/31/11									
DR: DS LG: JJ Rig: 33C									

AET CORP 01-05261.GPJ AET+CPT+WELL.GDT 11/15/11

03/2011

01-DHR-060





AMERICAN  
ENGINEERING  
TESTING, INC.

# SUBSURFACE BORING LOG

AET JOB NO: **01-05261**

LOG OF BORING NO. **B-6 (p. 1 of 1)**

PROJECT: **2012 Street Reconstruction; Shoreview, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	1.75" Bituminous pavement	FILL COARSE ALLUVIUM OR FILL COARSE ALLUVIUM	17	M	SS	20					
2	8" SILTY SAND, fine grained, trace roots, dark brown, moist, medium dense (SM) (A-2-4) (possible fill)										
3	SAND WITH SILT, fine grained, light grayish brown, moist, medium dense to loose (SP-SM) (A-3)										
4	SILTY SAND, fine grained, brown, moist, medium dense (SM) (A-2-4)										
5			12	M	SS	20					
6	<b>END OF BORING</b>										
<p><i>Location: N-S Street between Demar Avenue and Co. Rd. F (street west of Virginia Avenue), 12'E of C/L, 115'N of Co. Rd. F C/L</i></p>											

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS						NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG	
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL		WATER LEVEL
0-4'	3.25" HSA	10/31/11	9:09	6.0	4.0	5.5			None
BORING COMPLETED: 10/31/11									
DR: DS LG: JJ Rig: 33C									

AET CORP 01-05261.GPJ AET+CPT+WELL.GDT 11/15/11

03/2011

01-DHR-060



AMERICAN  
ENGINEERING  
TESTING, INC.

## SUBSURFACE BORING LOG

AET JOB NO: **01-05261**

LOG OF BORING NO. **B-7 (p. 1 of 1)**

PROJECT: **2012 Street Reconstruction; Shoreview, MN**

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	2.5" Bituminous pavement	FILL	18	M		16					
2	FILL, mostly sand with silt, piece of tile at 3', brown (A-3)										
3											
4											
5											
6											
7	FILL, mostly sand with silt, trace roots, light brown (A-3)	COARSE ALLUVIUM	4	M		14					
8											
9											
10	SAND WITH SILT, fine grained, light brown, moist, medium dense (SP-SM) (A-3)										
11											
12											
13			11	M		14					
14											
15											
16											
16	END OF BORING										
Location: County Road F, 6'N of C/L, 115'E of Virginia Avenue C/L											

DEPTH: DRILLING METHOD		WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-14½'	3.25" HSA	11/9/11	11:30	16.0	14.5	14.5		None	
		11/9/11	11:40	16.0	14.5	14.5		None	
BORING COMPLETED: 11/9/11									
DR: DS LG: EW Rig: 33C									

AET CORP 01-05261.GPJ AET-CPT+WELL.GDT 11/15/11

03/2011

01-DHR-060

## **APPENDIX C**

### **Detailed Cost Estimates**

**ENGINEER'S ESTIMATE  
INFILTRATION CHAMBER ALTERNATIVE**

**FLORAL, COUNTY RD. F, DEMAR NEIGHBORHOOD  
RECONSTRUCTION  
CITY PROJECT NO. 12-01**

**STREET RECONSTRUCTION**

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
2021.501	MOBILIZATION	LS	1.00	\$40,000.00	\$ 40,000.00
2101.502	CLEARING	TREE	12.00	\$ 350.00	\$ 4,200.00
2101.507	GRUBBING	TREE	12.00	\$ 170.00	\$ 2,040.00
2104.505	REMOVE BITUMINOUS PAVEMENT	SY	10,300.00	\$ 3.00	\$ 30,900.00
2104.505	REMOVE DRIVEWAY PAVEMENT (CONCRETE)	SY	340.00	\$ 5.00	\$ 1,700.00
2104.505	REMOVE DRIVEWAY PAVEMENT (BITUMINOUS)	SY	660.00	\$ 3.50	\$ 2,310.00
2104.511	SAW CONCRETE PAVEMENT	LF	300.00	\$ 4.50	\$ 1,350.00
2104.523	SALVAGE & REINSTAL EXISTING SIGNS, POSTS AND MAILBOXES	EA	55.00	\$ 100.00	\$ 5,500.00
2105.501	COMMON EXCAVATION	CY	3,900.00	\$ 15.00	\$ 58,500.00
2105.507	SUBGRADE EXCAVATION	CY	50.00	\$ 15.00	\$ 750.00
2105.522	SELECT GRAN. BORROW	CY	50.00	\$ 16.50	\$ 825.00
2112.501	SUBGRADE PREPARATION	RD STA	33.00	\$ 150.00	\$ 4,950.00
2211.501	AGGREGATE BASE CLASS 7	TON	3,800.00	\$ 16.00	\$ 60,800.00
2360.508	BITUMINOUS WEAR COURSE MVWE45035B	TON	775.00	\$ 67.00	\$ 51,925.00
2360.514	BITUMINOUS BASE COURSE LVNW25030B	TON	1,050.00	\$ 55.00	\$ 57,750.00
2360.521	BITUMINOUS DRIVEWAY PAVEMENT LVWE45030B	SY	660.00	\$ 20.00	\$ 13,200.00
2357.502	BITUMINOUS MAT'L FOR TACK COAT	GAL	450.00	\$ 3.00	\$ 1,350.00
2331.603	BITUMINOUS CONTROL JOINT	LF	2,100.00	\$ 2.25	\$ 4,725.00
2531.501	CONCRETE CURB & GUTTER (B6-18)	LF	6,600.00	\$ 11.00	\$ 72,600.00
2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SY	340.00	\$ 43.00	\$ 14,620.00
2563.601	TRAFFIC CONTROL	LS	1.00	\$ 1,000.00	\$ 1,000.00
2573.502	SILT FENCE	LF	500.00	\$ 4.00	\$ 2,000.00
2573.501	INLET PROTECTION	EA	10.00	\$ 310.00	\$ 3,100.00
2575.505	SODDING W/6" TOPSOIL	SY	7,500.00	\$ 6.00	\$ 45,000.00
2123.610	STREET SWEEPING	HR	5.00	\$ 120.00	\$ 600.00
<b>SUBTOTAL - STREET RECONSTRUCTION</b>					<b>\$ 481,695.00</b>
<b>25% CONTINGENCY</b>					<b>\$ 120,423.75</b>
<b>TOTAL - STREET RECONSTRUCTION</b>					<b>\$ 602,118.75</b>

# ENGINEER'S ESTIMATE

## FLORAL, COUNTY RD. F, DEMAR NEIGHBORHOOD RECONSTRUCTION CITY PROJECT NO. 12-01

### STORM SEWER

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
2104.509	REMOVE STORM STRUCTURE	EA	12.00	\$ 350.00	\$ 4,200.00
2104.501	REMOVE STORM PIPE	LF	525.00	\$ 8.00	\$ 4,200.00
2105.609	NON-WOVEN GEOTEXTILE FABRIC, TYPE II	SY	3,025.00	\$ 1.75	\$ 5,293.75
2105.501	COMMON EXCAVATION (30" PIPE TRENCH)	CY	1,200.00	\$ 11.00	\$ 13,200.00
2451.607	1 1/2" CLEAR ROCK	CY	950.00	\$ 42.00	\$ 39,900.00
2502.541	30" PERF. HDPE PIPE, SMOOTH INTERIOR	LF	1,361.00	\$ 50.00	\$ 68,050.00
2503.541	12" HDPE ST SEWER PIPE, SMOOTH INTERIOR	LF	795.00	\$ 20.00	\$ 15,900.00
2503.541	15" HDPE ST SEWER PIPE, SMOOTH INTERIOR	LF	240.00	\$ 23.00	\$ 5,520.00
SPECIAL	CONST 30" PVC MH STRUCTURE W/CASTING & 3' SUMP	EA	9.00	\$ 2,500.00	\$ 22,500.00
SPECIAL	CONST 30" PVC CB STRUCTURE W/CASTING & 3' SUMP	EA	6.00	\$ 2,500.00	\$ 15,000.00
SPECIAL	CONST 30" PVC CB STRUCTURE W/CAST	EA	26.00	\$ 2,200.00	\$ 57,200.00
2506.502	CONST 60" CBMH W/CAST	EA	1.00	\$ 2,500.00	\$ 2,500.00
SUBTOTAL - STORM SEWER					\$ 253,463.75
25% CONTINGENCY					\$ 63,365.94
TOTAL - STORM SEWER					\$ 316,829.69

### SANITARY SEWER

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
2503.603	SANITARY SEWER REPAIR	EA	8.00	\$ 2,500.00	\$ 20,000.00
2503.602	REMOVE & REPLACE 4"X8" WYE	EA	46.00	\$ 300.00	\$ 13,800.00
2503.603	4" PVC SERVICE PIPE	LF	1,825.00	\$ 26.00	\$ 47,450.00
2503.602	4" UTILITY INSULATION	SY	30.00	\$ 30.00	\$ 900.00
SUBTOTAL - SANITARY SEWER					\$ 82,150.00
25% CONTINGENCY					\$ 20,537.50
TOTAL - SANITARY SEWER					\$ 102,687.50

**ENGINEER'S ESTIMATE**

**FLORAL, COUNTY RD. F, DEMAR NEIGHBORHOOD  
RECONSTRUCTION  
CITY PROJECT NO. 12-01**

**WATERMAIN**

<b>ITEM NO.</b>	<b>ITEM</b>	<b>UNIT</b>	<b>ESTIMATED QUANTITY</b>	<b>UNIT PRICE</b>	<b>TOTAL COST</b>
2104.509	REMOVE HYDRANT & VALVE	EA	6.00	\$ 500.00	\$ 3,000.00
2504.602	CONNECT TO EXISTING WM	EA	3.00	\$ 2,300.00	\$ 6,900.00
2504.603	6" WATERMAIN DIP CL 53	LF	60.00	\$ 35.00	\$ 2,100.00
2504.603	6" WATERMAIN CL DR11 HDPE-DIPS DIRECTIONALLY DRILLED	LF	3,500.00	\$ 40.00	\$ 140,000.00
2504.602	F & I HYDRANT (WB-67) & VALVE	EA	6.00	\$ 3,650.00	\$ 21,900.00
2504.602	6" GATE VALVE	EA	6.00	\$ 750.00	\$ 4,500.00
2504.602	1" CORPORATION	EA	52.00	\$ 225.00	\$ 11,700.00
2504.602	1" CURB STOP & BOX	EA	52.00	\$ 330.00	\$ 17,160.00
2504.603	1" COPPER TUBING	LF	1,725.00	\$ 29.00	\$ 50,025.00
2504.603	8-MIL POLYETHELENE ENCASEMENT	LF	60.00	\$ 1.10	\$ 66.00
2504.603	4" UTILITY INSULATION	SY	30.00	\$ 25.00	\$ 750.00
2504.608	HDPE FITTINGS CL DR11	EA	5.00	\$ 600.00	\$ 3,000.00
2504.608	DIP FITTINGS	LBS	2,000.00	\$ 6.50	\$ 13,000.00
<b>SUBTOTAL - WATERMAIN</b>					<b>\$ 274,101.00</b>
<b>25% CONTINGENCY</b>					<b>\$ 68,525.25</b>
<b>TOTAL - WATERMAIN</b>					<b>\$ 342,626.25</b>

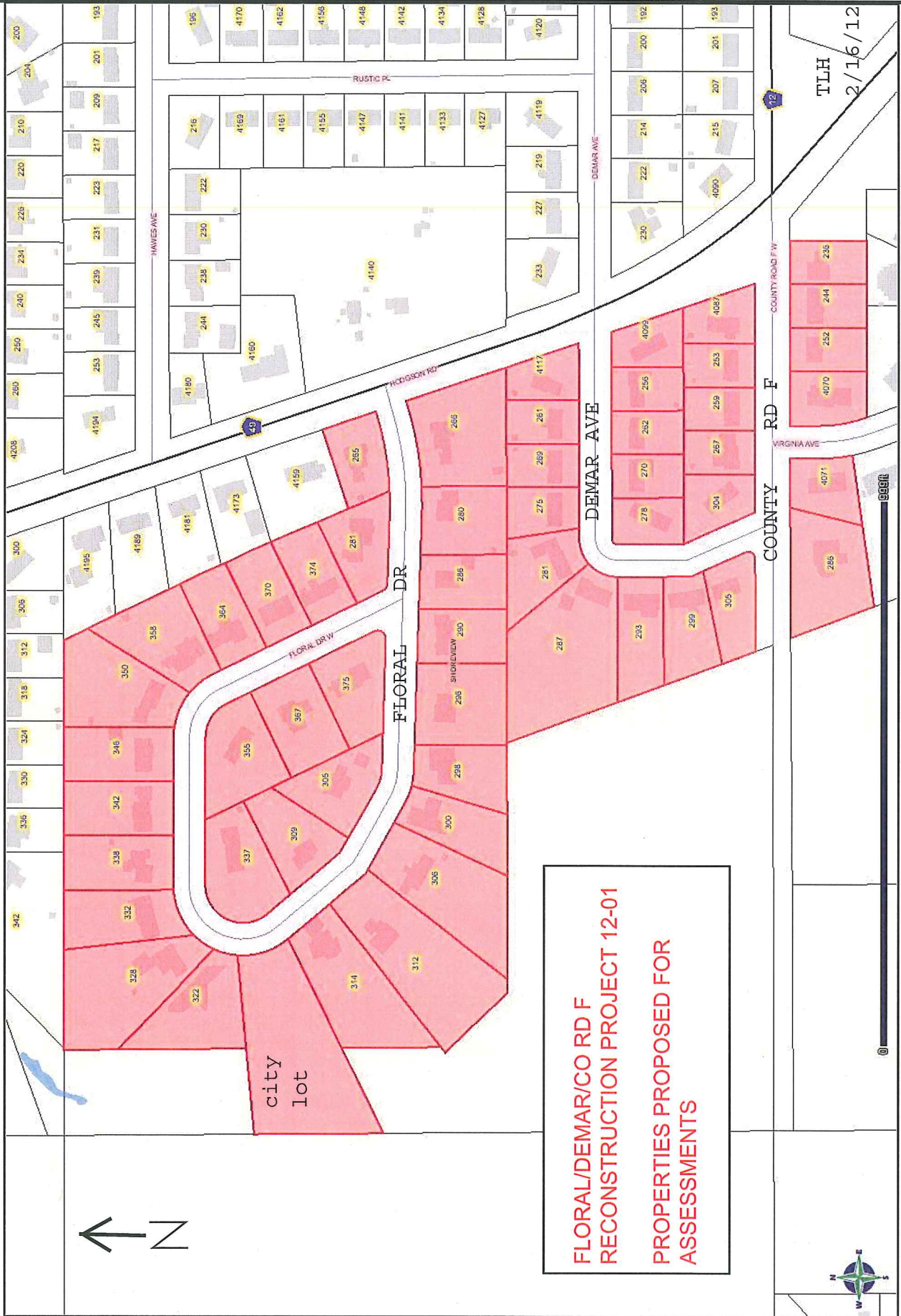
**ESTIMATED CONSTRUCTION COST**

<b>STREET RECONSTRUCTION</b>	<b>\$ 602,118.75</b>
<b>STORM SEWER</b>	<b>\$ 316,829.69</b>
<b>SANITARY SEWER</b>	<b>\$ 102,687.50</b>
<b>WATERMAIN</b>	<b>\$ 342,626.25</b>
<b>TOTAL</b>	<b>\$ 1,364,262.19</b>

## **APPENDIX D**

### **Proposed Assessments**

# FLORAL/DEMAR/CO RD F



FLORAL/DEMAR/CO RD F  
RECONSTRUCTION PROJECT 12-01  
PROPERTIES PROPOSED FOR  
ASSESSMENTS

DISCLAIMER: This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only.

SOURCES: Ramsey County (January 31, 2012), The Lawrence Group (January 31, 2012) for County parcel and property records data; January 2012 for commercial and residential data; April 2009 for color aerial imagery.



Date of Pending: April , 2012  
10 year assessment

FLORAL/DEMAR/CO RD F  
RECONSTRUCTION  
PROJECT 12-01

STREET & STORM ASSESSMENTS				Street			Storm Sewer				Street/Storm	
Address		PIN	Assess Units	\$/Lot unit	Total Street	Lot Area	Assess Area	Rate	Total Storm	Total		
236 COUNTY RD F		253023110076	1.0	\$ 1,745	\$ 1,745	11,325	11,325	\$ 0.035	\$ 396.38	\$ 2,141.38		
244 COUNTY RD F		253023110077	1.0	\$ 1,745	\$ 1,745	11,325	11,325	\$ 0.035	\$ 396.38	\$ 2,141.38		
252 COUNTY RD F		253023110078	1.0	\$ 1,745	\$ 1,745	11,325	11,325	\$ 0.035	\$ 396.38	\$ 2,141.38		
253 COUNTY RD F		243023440087	1.0	\$ 1,745	\$ 1,745	10,454	10,454	\$ 0.07	\$ 731.78	\$ 2,476.78		
259 COUNTY RD F		243023440088	1.0	\$ 1,745	\$ 1,745	10,454	10,454	\$ 0.07	\$ 731.78	\$ 2,476.78		
267 COUNTY RD F		243023430053	1.0	\$ 1,745	\$ 1,745	10,454	10,454	\$ 0.07	\$ 731.78	\$ 2,476.78		
286 COUNTY RD F		253023120002	1.0	\$ 1,745	\$ 1,745	29,620	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
256 DEMAR AVE		243023440061	1.0	\$ 1,745	\$ 1,745	10,454	10,454	\$ 0.07	\$ 731.78	\$ 2,476.78		
261 DEMAR AVE		243023430041	1.0	\$ 1,745	\$ 1,745	10,890	10,890	\$ 0.07	\$ 762.30	\$ 2,507.30		
262 DEMAR AVE		243023430049	1.0	\$ 1,745	\$ 1,745	10,454	10,454	\$ 0.07	\$ 731.78	\$ 2,476.78		
269 DEMAR AVE		243023430042	1.0	\$ 1,745	\$ 1,745	10,890	10,890	\$ 0.07	\$ 762.30	\$ 2,507.30		
270 DEMAR AVE		243023430050	1.0	\$ 1,745	\$ 1,745	10,454	10,454	\$ 0.07	\$ 731.78	\$ 2,476.78		
275 DEMAR AVE		243023430043	1.0	\$ 1,745	\$ 1,745	11,325	11,325	\$ 0.07	\$ 792.75	\$ 2,537.75		
278 DEMAR AVE		243023430051	1.0	\$ 1,745	\$ 1,745	10,018	10,018	\$ 0.07	\$ 701.26	\$ 2,446.26		
281 DEMAR AVE		243023430044	1.0	\$ 1,745	\$ 1,745	20,473	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
287 DEMAR AVE		243023430045	1.0	\$ 1,745	\$ 1,745	43,995	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
293 DEMAR AVE		243023430046	1.0	\$ 1,745	\$ 1,745	18,730	18,730	\$ 0.07	\$ 1,110.55	\$ 2,855.55		
299 DEMAR AVE		243023430047	1.0	\$ 1,745	\$ 1,745	17,859	17,859	\$ 0.07	\$ 1,080.07	\$ 2,825.07		
304 DEMAR AVE		243023430052	1.0	\$ 1,745	\$ 1,745	13,503	13,503	\$ 0.07	\$ 927.61	\$ 2,672.61		
305 DEMAR AVE		243023430048	1.0	\$ 1,745	\$ 1,745	13,374	13,374	\$ 0.07	\$ 923.09	\$ 2,668.09		
265 FLORAL DR		243023430007	0.5	\$ 1,745	\$ 873	13,503	13,503	\$ 0.07	\$ 927.61	\$ 1,800.11		
266 FLORAL DR		243023430055	0.5	\$ 1,745	\$ 873	33,541	19,000	\$ 0.07	\$ 1,120.00	\$ 1,992.50		
280 FLORAL DR		243023430032	1.0	\$ 1,745	\$ 1,745	20,037	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
281 FLORAL DR		243023430008	1.0	\$ 1,745	\$ 1,745	15,246	15,246	\$ 0.07	\$ 988.61	\$ 2,733.61		
286 FLORAL DR		243023430031	1.0	\$ 1,745	\$ 1,745	16,117	16,117	\$ 0.07	\$ 1,019.10	\$ 2,764.10		

Date of Pending: April , 2012  
10 year assessment

FLORAL/DEMARC/CO RD F  
RECONSTRUCTION  
PROJECT 12-01

STREET & STORM ASSESSMENTS				Street			Storm Sewer				Street/Storm	
Address		PIN	Assess Units	\$/Lot unit	Total Street	Lot Area	Assess Area	Rate	Total Storm	Total	Assessment	
290 FLORAL	DR	243023430030	1.0	\$ 1,745	\$ 1,745	16,552	16,552	\$ 0.07	\$ 1,034.32	\$ 2,779.32		
296 FLORAL	DR	243023430029	1.0	\$ 1,745	\$ 1,745	25,264	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
298 FLORAL	DR	243023430028	1.0	\$ 1,745	\$ 1,745	17,424	17,424	\$ 0.07	\$ 1,064.84	\$ 2,809.84		
300 FLORAL	DR	243023430027	1.0	\$ 1,745	\$ 1,745	18,730	18,730	\$ 0.07	\$ 1,110.55	\$ 2,855.55		
305 FLORAL	DR	243023430037	1.0	\$ 1,745	\$ 1,745	21,780	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
306 FLORAL	DR	243023430026	1.0	\$ 1,745	\$ 1,745	40,510	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
309 FLORAL	DR	243023430036	1.0	\$ 1,745	\$ 1,745	20,473	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
312 FLORAL	DR	243023430025	1.0	\$ 1,745	\$ 1,745	44,522	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
314 FLORAL	DR	243023430022	1.0	\$ 1,745	\$ 1,745	34,107	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
322 FLORAL	DR	243023430019	1.0	\$ 1,745	\$ 1,745	23,086	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
328 FLORAL	DR	243023430018	1.0	\$ 1,745	\$ 1,745	38,655	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
332 FLORAL	DR	243023430017	1.0	\$ 1,745	\$ 1,745	21,780	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
337 FLORAL	DR	243023430035	1.0	\$ 1,745	\$ 1,745	23,086	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
338 FLORAL	DR	243023430016	1.0	\$ 1,745	\$ 1,745	19,166	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
342 FLORAL	DR	243023430015	1.0	\$ 1,745	\$ 1,745	20,037	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
346 FLORAL	DR	243023430014	1.0	\$ 1,745	\$ 1,745	20,037	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
350 FLORAL	DR	243023430013	1.0	\$ 1,745	\$ 1,745	27,007	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
355 FLORAL	DR	243023430040	1.0	\$ 1,745	\$ 1,745	24,829	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
358 FLORAL	DR	243023430012	1.0	\$ 1,745	\$ 1,745	22,442	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
364 FLORAL	DR	243023430011	1.0	\$ 1,745	\$ 1,745	16,269	16,269	\$ 0.07	\$ 1,024.42	\$ 2,769.42		
367 FLORAL	DR	243023430039	1.0	\$ 1,745	\$ 1,745	20,908	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
370 FLORAL	DR	243023430010	1.0	\$ 1,745	\$ 1,745	16,077	16,077	\$ 0.07	\$ 1,017.70	\$ 2,762.70		
374 FLORAL	DR	243023430009	1.0	\$ 1,745	\$ 1,745	15,681	15,681	\$ 0.07	\$ 1,003.84	\$ 2,748.84		
375 FLORAL	DR	243023430038	1.0	\$ 1,745	\$ 1,745	19,832	19,000	\$ 0.07	\$ 1,120.00	\$ 2,865.00		
4087 HODGSON	RD	243023440086	1.0	\$ 1,745	\$ 1,745	11,761	11,761	\$ 0.07	\$ 823.27	\$ 2,568.27		
4099 HODGSON	RD	243023440062	0.5	\$ 1,745	\$ 873	11,761	11,761	\$ 0.07	\$ 823.27	\$ 1,695.77		
4117 HODGSON	RD	243023440060	0.5	\$ 1,745	\$ 873	11,761	11,761	\$ 0.07	\$ 823.27	\$ 1,695.77		

Date of Pending: April , 2012  
10 year assessment

FLORAL/DEMAR/CO RD F  
RECONSTRUCTION  
PROJECT 12-01

STREET & STORM ASSESSMENTS			Street		Storm Sewer			Street/Storm	
Address	PIN	Assess Units	\$/Lot unit	Total Street	Lot Area	Assess Area	Rate	Total Storm	Total Assessment
4070 VIRGINIA AVE	253023110079	0.5	\$ 1,745	\$ 873	13,068	13,068	\$ 0.035	\$ 456.19	\$ 1,328.69
4071 VIRGINIA AVE	253023120001	0.5	\$ 1,745	\$ 873	13,939	13,939	\$ 0.035	\$ 471.43	\$ 1,343.93
<b>Total Assessable Units &amp; Assessments</b>		51.0		\$ 88,995				\$ 50,988.12	\$ 139,983.12
<b>Un-Assessable Street Units</b>									
318 FLORAL DR	243023430021	1.0	\$ 1,745	\$ 1,745					
<b>Total Street Units</b>		52.0		\$ 90,740					
t:/projects/2012/21-01floral_demar_co rd f reconstruction/assessments/floral_demar_co rd f									

**PROPOSED MOTION**

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

to appoint John Suzukida to the Environmental Quality Committee for a term ending January 31, 2015.

ROLL CALL: AYES \_\_\_\_\_ NAYS \_\_\_\_\_

HUFFMAN \_\_\_\_\_

QUIGLEY \_\_\_\_\_

WICKSTROM \_\_\_\_\_

WITHHART \_\_\_\_\_

MARTIN \_\_\_\_\_

**TO: MAYOR AND CITY COUNCILMEMBERS**

**FROM: TERRI HOFFARD**  
**DEPUTY CLERK**

**DATE: FEBRUARY 7, 2012**

**SUBJECT: APPOINTMENT TO THE ENVIRONMENTAL QUALITY COMMITTEE**

### **INTRODUCTION**

The City Council is being asked to make an appointment to the Environmental Quality Committee.

### **BACKGROUND**

The Environmental Quality Committee currently has eight members. The committee can have up to nine members. Vacancies were advertised in the local newspapers and two applications were received.

The committee members reviewed the applications from John Suzukida and Kathryn Keefer at their meeting on January 30, 2011 and recommended that John Suzukida be appointed. Applications for both applicants are attached for your information and review.

### **RECOMMENDATION**

It is recommended that the City Council appoint John Suzukida to the Environmental Quality Committee for a term ending January 31, 2015.

City of Shoreview  
Citizen Advisory Committees and Commissions  
Application Form

Name JOHN SUZUKIDA

Address 5971 SCENIC PLACE

SHOREVIEW MN 55126

\*Home phone number 651 343 4860 <sup>482 8378</sup> \*Work phone number 651 343 4860

E-mail JSUZUKIDA@LANEX CONSULTING.COM —NOTE: I USE THIS

How long have you lived in the City of Shoreview? 20 YRS FOR BUSINESS,  
LET'S SET IT  
UP THAT WAY

Is there any reason that you would be unable to attend regular monthly meetings? FOR MY FILING  
PURPOSES  
INSTEAD OF  
PERSONAL  
E-MAIL ACCT.

☒ Yes ☐ No

I TRAVEL ABOUT 25% OF THE TIME

On which committee or commission are you interested in serving?

- ☐ Bikeways and Trailways Committee
- ☐ Economic Development Commission
- ☒ Environmental Quality Committee
- ☐ Grass Lake Watershed Management Organization
- ☐ Human Rights Commission
- ☐ Lake Regulations Commission
- ☐ Park and Recreation Commission
- ☐ Planning Commission
- ☐ Public Safety Committee
- ☐ Snail Lake Improvement District Board
- ☐ Telecommunications and Technology Committee

What are your specific areas of interest within this committee's or commission's scope of responsibilities? HOME & BUILDING ENERGY EFFICIENCY, ANYTHING TO

DO WITH ENERGY CONSUMPTION FROM THE BIGGER PICTURE  
OF COMMUNITY USE OF RESOURCES.

Briefly describe your work experience or other background information that would relate to this committee. I HAVE A MECHANICAL ENGINEERING DEGREE AND LONG

INTEREST IN HOME/BLDG ENERGY USE, HAVE BEEN VP/GM OF TRANE'S

BUILDING AUTOMATION CONTROLS BUSINESS AND VP/GM AND FOUNDER OF ITS

ENERGY PERFORMANCE CONTRACTING BUSINESS, WAS PRESIDENT OF A GEOTHERMAL  
HEAT PUMP COMPANY AND KNOW/WORK WITH A NUMBER OF NGO'S IN ENERGY  
Please list other organizations or clubs that you have participated in. RELATED

CURRENT MEMBER OF ARDEN HILLS/SHOREVIEW ROTARY (PRES-ELECT), ACTIVITIES.

PAST SPEAKERS BUREAU FOR HABITAT FOR HUMANITY, SHOREVIEW AREA YOUTH

BASEBALL COACH & BOARD, UNIVERSITY OF ILLINOIS ALUMNI BOARD FOR MECHANICAL  
ENGR.

Why would you like to serve on this committee or commission? TO HELP

THE COMMITTEE MOVE THE COMMUNITY FORWARD IN THE AREA OF  
ENERGY EFFICIENCY AND OVERALL SUSTAINABILITY

Additional Comments \_\_\_\_\_

\*If appointed to a committee or commission, may we include your phone number(s) in the committee/commission handbook? \*CELL YES, HOME NO

☒ Yes ☐ No

**City of Shoreview  
Citizen Advisory Committees and Commissions  
Application Form**

Name Kathryn Keizer

Address 4294 Reiland Lane  
Shoreview, Mn 55126

\*Home phone number 651-490-6050 \*Work phone number 651-592-3448

E-mail V0V34@comcast.net

How long have you lived in the City of Shoreview? 19 1/2 years

Is there any reason that you would be unable to attend regular monthly meetings?

☒ Yes    ☐ No    3 mos. in AZ in winter

On which committee or commission are you interested in serving?

- preferred*
- ☐ Bikeways and Trailways Committee
  - ☐ Economic Development Commission
  - ☒ Environmental Quality Committee
  - ☒ Grass Lake Watershed Management Organization
  - ☐ Human Rights Commission
  - ☐ Lake Regulations Commission
  - ☐ Park and Recreation Commission
  - ☐ Planning Commission
  - ☐ Public Safety Committee
  - or* ☒ Snail Lake Improvement District Board
  - ☐ Telecommunications and Technology Committee

What are your specific areas of interest within this committee's or commission's scope of responsibilities? \_\_\_\_\_

Energy conservation, sustainability,  
water quality, clean air



Briefly describe your work experience or other background information that would relate to this committee. City Planner - Robben Island, (70's)

U of M (Physical Planning) Midwest

Research Institute <sup>80's</sup> variety of projects including

light rail transit potential stations (80's) attendance  
for continuing ed credits at Water Resources Conf. U of M  
Please list other organizations or clubs that you have participated in. AAA's annual conference 2010, 2011

Shoreview Green Committee

Twin Cities Opera Guild - Board Member

U of M - Center for Australian Studies - Advisory  
Committee - Community Liaison

Why would you like to serve on this committee or commission?

To assist in improving the environmental  
quality of the City of Shoreview and their  
lakes.

Additional Comments

If winter escape is a  
consideration for non participation, I can  
do much by email

\*If appointed to a committee or commission, may we include your phone number(s) in the committee/commission handbook?

☒ Yes ☐ No

## PROPOSED MOTION

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

to appoint Jay Thacker to the Bikeways and Trails Committee for a term ending January 31, 2015.

ROLL CALL:    AYES \_\_\_\_\_    NAYS    \_\_\_\_\_

HUFFMAN                    \_\_\_\_\_                    \_\_\_\_\_

QUIGLEY                    \_\_\_\_\_                    \_\_\_\_\_

WICKSTROM                    \_\_\_\_\_                    \_\_\_\_\_

WITHHART                    \_\_\_\_\_                    \_\_\_\_\_

MARTIN                    \_\_\_\_\_                    \_\_\_\_\_

Regular Council Meeting  
February 21, 2012

**TO: MAYOR AND CITY COUNCIL**

**FROM: TESSIA MELVIN**  
**ASSISTANT TO CITY MANAGER/COMMUNICATIONS**

**DATE: TUESDAY, FEBRUARY 21**

**SUBJECT: APPOINTMENT TO THE BIKEWAYS AND TRAILS COMMITTEE**

**INTRODUCTION**

The City Council is being asked to make an appointment to the Bikeways and Trails Committee.

**BACKGROUND**

The Bikeways and Trails Committee currently has 8 members. The committee can have up to nine members. Vacancies were advertised in the local newspaper and one applicant was received.

The committee members reviewed the application at their February 2, 2012, and recommended that Jay Thacker be appointed. The application for Mr. Thacker is attached for your information and review.

**RECOMMENDATION**

It is recommended that the City Council appoint Jay Thacker to the Bikeways and Trails Committee for a term ending January 31, 2015.

**City of Shoreview  
Citizen Advisory Committees and Commissions  
Application Form**

Name Jay Thacker

Address 4060 Crestview Lane

Shoreview 55126

\*Home phone number 651-490-1178 \*<sup>Cell</sup>Work phone number 612-275-9060

E-mail jaygta@comcast.net

How long have you lived in the City of Shoreview? 22 years

Is there any reason that you would be unable to attend regular monthly meetings?

☐ Yes ☒ No

On which committee or commission are you interested in serving?

- ☒ Bikeways and Trailways Committee
- ☐ Economic Development Commission
- ☐ Environmental Quality Committee
- ☐ Grass Lake Watershed Management Organization
- ☐ Human Rights Commission
- ☐ Lake Regulations Commission
- ☐ Park and Recreation Commission
- ☐ Planning Commission
- ☐ Public Safety Committee
- ☐ Snail Lake Improvement District Board
- ☐ Telecommunications and Technology Committee

What are your specific areas of interest within this committee's or commission's scope of responsibilities? \_\_\_\_\_

I am a biker and one who takes a bus when possible. Since the committee works in these areas, it is of interest to me. I am proud of what has been accomplished in bikeways, trails, and alternative transit and want to be a part of future plans for trails and transit in Shoreview

Briefly describe your work experience or other background information that would relate to this committee. \_\_\_\_\_

I am a retired public-school teacher interested in encouraging children to get on bikes and use trails. I have considerable experience as a nature center field guide and is working as a volunteer on transit issues and other environmentally-related areas.

Please list other organizations or clubs that you have participated in. \_\_\_\_\_

I am a life-member of the Sierra Club and am currently active in Active Living Ramsey Communities, Transit-for-Walke Communities, Environment MN, and the National Park Service. In addition, I was past Chair of the now suspended Shoreview Green Community.

Why would you like to serve on this committee or commission? \_\_\_\_\_

I wish to do what I can to encourage Shoreview residents to take more bus trips, so we will not lose current bus service. Also, I am an advocate for the Trout Brook Regional Trail Corridor, north extension, and wish to inform and engage the committee on its significance to, not only Shoreview, but Ramsey County as a whole. It is my hope that the committee <sup>will</sup> assist me in providing a voice of the north metro communities for this vital trail, which will link St. Paul with the northern communities for multi, non-vehicular users. It's about making connections.

\*If appointed to a committee or commission, may we include your phone number(s) in the committee/commission handbook?



Yes



No